



COMMITTEE OF THE WHOLE MEETING AGENDA

Tuesday, March 4, 2025, 8:00 p.m.
Council Chambers, 400 Centre Road, Lions Bay
And Via Zoom Video Conference

Zoom Invite Link: <https://us02web.zoom.us/j/2780145720?omn=82903545231>

To join via phone, dial 778-907-2071 | Meeting ID: 278 014 5720

We are privileged to be meeting and doing work on behalf of the residents of Lions Bay on the traditional unceded territory of the Squamish and Musqueam Nations.

Pages

1. **Call to Order**

Mayor Berry called the meeting to order at TIME

2. **Closure of Council Meeting**

Recommendation:

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:

(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;

3. **Reporting Out from Closed Portion of Meeting**

4. **Adoption of Agenda**

Recommendation:

THAT the Agenda of March 4, 2025, Committee of the Whole be adopted as presented.

5. **Public Participation**

6. **Delegations**

- none

7. **Approval of Minutes of Prior Meetings**

7.1 **Committee of the Whole Meeting- October 15, 2024**

4

Recommendation:

THAT the Committee of the Whole Meeting Minutes of October 15, 2024 be approved.

7.2 **Committee of the Whole Meeting- November 6, 2024**

7

Recommendation:

THAT the Committee of the Whole Meeting Minutes of November 6, 2024 be approved.

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|-----|---|----|
| 7.3 | Committee of the Whole Meeting- December 3, 2024 | 10 |
| | Recommendation: THAT the Committee of the Whole Meeting Minutes of December 3, 2024 be approved. | |
| 7.4 | Committee of the Whole Meeting- January 7, 2025 | 15 |
| | Recommendation: THAT the Committee of the Whole Meeting Minutes of January 7, 2025 be approved. | |
| 7.5 | Committee of the Whole Meeting- February 4, 2025 | 19 |
| | Recommendation: THAT the Committee of the Whole Meeting Minutes of February 4, 2025 be approved. | |
| 8. | Business arising from the Minutes <i>- none</i> | |
| 9. | Unfinished Business | |
| | 9.1 Action Items Log <i>- for discussion</i> | 22 |
| 10. | Reports | |
| | 10.1 CAO Report - Resident Satisfaction Survey | 23 |
| | 10.2 CAO Report - Proposed Public Engagement Program | 26 |
| | Recommendation: THAT Council direct staff to proceed with the development and implementation of a public engagement program as outlined in the January 29, 2025 staff report, including detailed scheduling and budget considerations for Council review. | |
| 11. | Resolutions <i>- none</i> | |
| 12. | Bylaws | |
| | 12.1 Garbage and Recycling Bylaw No.639, 2024 Amendment <i>- for discussion</i> | 31 |
| | Recommendation: THAT the bylaw be adopted as the amendments, removing the increased wildlife collection schedule | |
| 13. | Correspondence <i>- none</i> | |
| 14. | New Business <i>- none</i> | |
| 15. | Public Questions and Comments | |
| 16. | Adjournment Recommendation: | |

THAT the meeting be adjourned.



**COMMITTEE OF THE WHOLE MEETING
HELD ON TUESDAY, OCTOBER 15, 2024, 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

Regrets: Councillor Marcus Reuter

Staff: Ross Blackwell, Chief Administrative Officer (CAO)
Joe Chirkoff, Financial Officer
Kristal Kenna, Deputy Corporate Officer

1. Call to Order

The meeting was called to order at 6:01 p.m.

2. Adoption of Agenda

*Moved By: Councillor **

*Seconded By: Councillor **

Agenda formally adopted by council. Information missing due to technical problem.

CARRIED

3. Public Participation

None.

A. *: Request to *

4. Review and Approval of Minutes of Prior Meetings

A. Committee of the Whole Meeting Minutes – September 3, 2024

*Moved By: Councillor **

*Seconded By: Councillor **

THAT the Committee of the Whole Meeting Minutes of September 3, 2024, be approved as circulated.

CARRIED

B. Committee of the Whole Meeting Minutes – October 1, 2024

Moved By: Councillor Broughton

Seconded By: Councillor Abbott

THAT the Committee of the Whole Meeting Minutes of October 1, 2024, be approved as circulated.

CARRIED

5. Unfinished Business

A. Follow-Up Action Items from Previous Meetings

Joe Chirkoff, Financial Officer, provided the following information requested during the October 1, 2024, Committee of the Whole Meeting:

- Costs incurred and funding received for each Village project
- A summary of the rules and expenditure requirements for climate action funds
- Further cost breakdowns for the General Fund – Sewer.

6. Reports

B. Staff

i. 2025 Budget – Department Operating Budgets

Joe Chirkoff reviewed the proposed 2025 Department Operating Budgets to provide Council with a general understanding. The complete 2025 Budget will be presented to the Committee of the Whole for approval at a future meeting.

Discussion ensued regarding the allocation of salaries, budget supplementals, contract services for Council, and the frequency of Committee of the Whole and Council meetings.

5. New Business

None.

6. Public Questions and Comments

None.

7. Reporting Out from Closed Meeting

None.

8. Adjournment

Moved By: Councillor Abbott

Seconded By: Councillor Cunliffe

THAT the October 15, 2024, Committee of the Whole Meeting now adjourn.

CARRIED

The Committee of the Whole meeting adjourned at 6:59 p.m.

Mayor

CAO

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|--------------------------|--|
| Date Adopted by Council: | |
|--------------------------|--|

**COMMITTEE OF THE WHOLE MEETING
HELD ON WEDNESDAY, NOVEMBER 6, 2024, 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 (via videoconference)

Regrets: Councillor Marcus Reuter

Staff: Ross Blackwell, Chief Administrative Officer (CAO) (via videoconference)
Joe Chirkoff, Financial Officer
Kelsey Guenette, Raincoast Ventures Ltd. (via videoconference) (Recorder)
Kristal Kenna, Deputy Corporate Officer

Public: 0 in person; 5 via videoconference

1. Call to Order

The meeting was called to order at 6:01 p.m.

2. Adoption of Agenda

Moved By: Councillor Broughton

Seconded By: Councillor Abbott

THAT the agenda of November 6, 2024, Committee of the Whole be adopted as presented.

CARRIED

3. Public Participation

None.

4. Unfinished Business

A. Project Status Report

Joe Chirkoff, Financial Officer, provided cost summaries for the Alberta Supply Augmentation Project, Klatt Renovation Project, and Lions Bay Beach Park Project as of October 31, 2024, as requested at a prior Council meeting.

Discussion ensued regarding significant mechanical engineering fees for the Klatt Renovation Project and other Village project expenses.

B. Utilities Revenue

Joe Chirkoff provided Utilities Revenue lines of the 2025 Draft Budget for information, as requested at a prior Council meeting.

C. A Summary of the Rules and Expenditure Requirements for Climate Action Funds

Joe Chirkoff provided a summary of the rules and expenditure requirements for Climate Action funds, as requested at a prior Council meeting, noting a reporting deadline of summer 2025.

5. Reports

A. Staff

i. 2025 Budget – Budget Supplementals

Joe Chirkoff reviewed the draft 2025 Budget Supplementals included with meeting materials.

Discussion ensued, and comments were offered regarding:

- Gas consumption fluctuations between the suggested vehicles for purchase for Bylaw Enforcement and a suggestion to consider an Electric Vehicle and a snow removal bucket
- Suggestion to designate the vehicle requested by the Fire Rescue Service to both the Fire Rescue Service and the Works Department
- Suggestion to set a budget for future Fire Rescue Service purchases
- The need for the Fire Chief to be present to answer questions.

Action: Joe Chirkoff, Financial Officer, to determine the feasibility of designating one vehicle to the Fire Rescue Service and the Works Department.

6. New Business

None.

7. Public Questions and Comments

None.

8. Adjournment

Moved By: Councillor Abbott

Seconded By: Councillor Broughton

THAT the November 6, 2024, Committee of the Whole Meeting now adjourn.

CARRIED

The Committee of the Whole meeting adjourned at 7:39 p.m.

Mayor

CAO

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| Date Adopted by Council: | |
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**COMMITTEE OF THE WHOLE MEETING
HELD ON TUESDAY, DECEMBER 3, 2024, AT 7:00 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

Absent: Councillor Jaime Cunliffe
Councillor Marcus Reuter

Staff: Ross Blackwell, Chief Administrative Officer (CAO)
Karl Buhr, Director of Operations
Joe Chirkoff, Financial Officer
Kristal Kenna, Deputy Corporate Officer

1. Call to Order

The meeting was called to order at 6:43 p.m.

2. Closed Council Meeting

Proposed topics for discussion in the absence of the public:

A. Land Acquisition

Moved By: Councillor Broughton

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:

(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.

CARRIED

The Regular meeting adjourned at 6:43 p.m. and reconvened at 7:04 p.m.

3. Reporting out from Closed Council Meeting

None.

4. Adoption of Agenda

Moved By: Councillor Abbott

Seconded By: Councillor Broughton

THAT the agenda of December 3, 2024, Committee of the Whole be adopted with the removal of Item 7.A.

DEFEATED

(Councillor Broughton and Mayor Berry opposed, Councillor Abbott in favour)

Moved By: Councillor Broughton

Seconded By: Councillor Abbott

THAT the agenda of December 3, 2024, Committee of the Whole be adopted with the addition of Matters Arising from the Minutes and Item 8.A.i. Infrastructure Committee Report, and the replacement of 8.A.i. 2025 Draft Budget as 8.B.i.

CARRIED

5. Public Participation

A. None.

6. Review and Approval of Minutes of Prior Meetings

A. Committee of the Whole Meeting Minutes – June 4, 2024

Moved By: Councillor Broughton

Seconded By: Councillor Abbott

THAT the motion to adopt the agenda of the June 4, 2024, Committee of the Whole Meeting be amended to reflect Councillor Broughton as the Mover and Councillor Abbott as the Seconder.

CARRIED

B. Matters Arising from the Minutes

No items considered.

7. Unfinished Business

- A. Follow Up to Ministry of Municipal Affairs Letter to the Village of Lions Bay in Respect of the Requested Council Report to the Ministry on the Implementation of the Recommendations of the Provincial Advisor

Action: **Ross Blackwell, Chief Administrative Officer (CAO), will respond to the Ministry’s letter expressing that Council is respecting the request of the Ministry to be updated and that Council is addressing the matter in Closed Council meetings and will share information as appropriate.**

- B. Follow-Up Action Items List

| C. VILLAGE OF LIONS BAY FOLLOW-UP ACTION ITEM LIST | | | | |
|--|-----------------|--|-----------------------|----------|
| ACTION NO. | DATE | ITEM/ACTION/DESCRIPTION | PERSON | STATUS |
| 297 | Sept 19, 2023 | CAO to complete a cost-benefit analysis on document storage options | CAO | On-Going |
| 310 | Nov 7, 2023 | CAO to rescope connector project and bring back to Council | CAO/Public Works | On-Going |
| 311 | Nov 7, 2023 | Proceed with wayfinding signage project subject to community input | ? | Deferred |
| 315 | Feb 20, 2024 | Firefighting Reserve Policy referred to Infrastructure Committee | ? | On-Going |
| 316 | Feb 20, 2024 | Water Shortage Policy | ? | On-Going |
| 319 | June 18, 2024 | Ross Blackwell, Chief Administrative Officer, to review the video for the June 4, 2024, Special Council Meeting, to review the motions referring to the Provincial Advisor’s recommendations put forward on August 31, 2023. | Video reviewed by DCO | Complete |
| 320 | June 18, 2024 | The Investment Policy is to be approved at the next Regular Open Meeting. | | |
| 321 | June 18, 2024 | Staff to investigate whether the Village of Lions Bay can apply for grants and funding as a rural community. | | |
| 322 | October 1, 2024 | Joe Chirkoff, Financial officer, to provide the following information to the Committee of the Whole: Costs incurred and funding received for each Village project; | Financial Officer | Complete |

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|-----|-------------------|--|-----------------------|----------|
| | | A summary of the rules and expenditure requirements for climate action funds; and Further cost breakdowns for the General Fund – Sewer. | | |
| 323 | November 6, 2024 | Joe Chirkoff, Financial Officer, to determine the feasibility of designating one vehicle to the Fire Rescue Service and the Works Department. | Financial Officer | |
| 324 | November 19, 2024 | Ross Blackwell, Chief Administrative Officer, to consult with Joe Chirkoff, Financial Officer, on costs associated with paying staff for the proposed 2024 holiday closure and report back to Council. | CAO/Financial Officer | Complete |
| 325 | November 19, 2024 | Ross Blackwell, Chief Administrative Officer, to contact the Ministry of Transportation and Infrastructure regarding concerns about the concrete barriers on the Upper Levels Highway. | CAO | |

Discussion ensued, and it was suggested that separate action lists be developed for the Committee of Whole related to general discussion, and a list for matters requiring a decision of Council.

8. Reports

A. Committees

i. Infrastructure Committee Report

Councillor Abbott reviewed a briefing note provided with meeting materials regarding project recommendations to Council from the Infrastructure Committee to Council, including replacement of undersized, cast iron, and asbestos cement water distribution network pipes, bridge end repairs, Project SCORE (SCADA Operations Rework), deferral of Project WHIRL (Weir Height/Inclination Realign), and bringing finished water into compliance with the Guidelines for Canadian Drinking Water Quality.

It was noted that the recommendations would be discussed in the context of the 2025 Draft Budget presentation.

B. Staff

i. 2025 Draft Budget

Joe Chirkoff, Financial Officer, reviewed the 2025 Draft Budget, included with meeting materials, for information.

Discussion ensued regarding capital expenditures and funding requests. It was noted that the Budget would be presented at the December 10, 2024, Regular Council Meeting for its first reading.

9. New Business

None.

10. Public Questions and Comments

A. None.

11. Adjournment

Moved By: Councillor Abbott

Seconded By: Councillor Broughton

THAT the December 3, 2024, Committee of the Whole Meeting now adjourn.

CARRIED

The Committee of the Whole meeting adjourned at 8:53 p.m.

Mayor

CAO

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| Date Adopted by Council: | |
|--------------------------|--|

**COMMITTEE OF THE WHOLE MEETING
HELD ON TUESDAY, JANUARY 7, 2025, AT 7:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY
AND VIA ZOOM VIDEO CONFERENCE**

MINUTES

In Attendance: Mayor Ken Berry
Councillor Neville Abbott (via videoconference) (left at 7:44 p.m.)
Councillor Michael Broughton
Councillor Jaime Cunliffe (via videoconference)

Absent: Councillor Marcus Reuter

Staff: Bylaw Enforcement Officer, Taj Bindra
Chief Administrative Officer, Ross Blackwell
Financial Officer, Joe Chirkoff

1. Call to Order

The meeting was called to order at 7:03 p.m.

2. Adoption of Agenda

Moved By: Councillor Broughton

Seconded By: Councillor Cunliffe

THAT the agenda of January 7, 2024, Committee of the Whole be adopted with the addition of Item 8.1 Lions Bay Beach Park Revitalization Open House.

CARRIED

(Councillor Abbott opposed)

3. Public Participation

3.1 Norma Rodgers: Provided concerns regarding proposed Garbage and Recycling Bylaw amendments.

4. Approval of Minutes of Prior Meetings

4.1 Committee of the Whole Meeting Minutes – December 3, 2024

Approval of the minutes was tabled to a future meeting.

5. Business Arising from the Minutes

None.

6. Unfinished Business

6.1 Topics for the Union of BC Municipalities Meeting (May 2025 deadline)

Discussion ensued on topics for the upcoming Union of BC Municipalities Meeting, and it was suggested that Council submit their recommendations to the Chief Administrative Officer (CAO).

Action: Chief Administrative Officer, Ross Blackwell, will compile topic recommendations for the Union of BC Municipalities Meeting and provide to Council.

6.2 Action Items Log

| VILLAGE OF LIONS BAY FOLLOW-UP ACTION ITEM LIST | | | | |
|--|---------------|--|-----------------------|---------------|
| ACTION NO. | DATE | ITEM/ACTION/DESCRIPTION | PERSON | STATUS |
| 297 | Sept 19, 2023 | CAO to complete a cost-benefit analysis on document storage options | CAO | On-Going |
| 310 | Nov 7, 2023 | CAO to rescope connector project and bring back to Council | CAO/Public Works | On-Going |
| 311 | Nov 7, 2023 | Proceed with wayfinding signage project subject to community input | ? | Deferred |
| 315 | Feb 20, 2024 | Firefighting Reserve Policy referred to Infrastructure Committee | ? | On-Going |
| 316 | Feb 20, 2024 | Water Shortage Policy | ? | On-Going |
| 319 | June 18, 2024 | Ross Blackwell, Chief Administrative Officer, to review the video for the June 4, 2024, Special Council Meeting, to review the motions referring to the Provincial Advisor's recommendations put forward on August 31, 2023. | Video reviewed by DCO | Complete |
| 320 | June 18, 2024 | The Investment Policy is to be approved at the next Regular Open Meeting. | | |
| 321 | June 18, 2024 | Staff to investigate whether the Village of Lions Bay can apply for | | |

| | | | | |
|-----|-------------------|---|-----------------------|----------|
| | | grants and funding as a rural community. | | |
| 322 | October 1, 2024 | Joe Chirkoff, Financial officer, to provide the following information to the Committee of the Whole: Costs incurred and funding received for each Village project; A summary of the rules and expenditure requirements for climate action funds; and Further cost breakdowns for the General Fund – Sewer. | Financial Officer | Complete |
| 323 | November 6, 2024 | Joe Chirkoff, Financial Officer, to determine the feasibility of designating one vehicle to the Fire Rescue Service and the Works Department. | Financial Officer | |
| 324 | November 19, 2024 | Ross Blackwell, Chief Administrative Officer, to consult with Joe Chirkoff, Financial Officer, on costs associated with paying staff for the proposed 2024 holiday closure and report back to Council. | CAO/Financial Officer | Complete |
| 325 | November 19, 2024 | Ross Blackwell, Chief Administrative Officer, to contact the Ministry of Transportation and Infrastructure regarding concerns about the concrete barriers on the Upper Levels Highway. | CAO | |

Discussion ensued, and it was noted that the Action Log format was undergoing an update.

7. Reports

7.1 Staff

7.1.1 Garbage and Recycling Bylaw No. 639, 2024 Amendment

Bylaw Enforcement Officer, Taj Bindra, advised that a recent collection schedule comparison of the 11 other Bear Smart Communities in British Columbia determined that the majority have a set curbside time of 7:00 a.m. and a pick-up deadline of 7:00 p.m.

Discussion ensued, and comments were offered regarding proposed amendments, the number of complaints, instigating fines, supporting the Bear Smart Committee, and previous requests to amend the fee schedule.

Action: Chief Administrative Officer, Ross Blackwell, will research the cost implications of having two garbage trucks and/or multiple collection days to avoid staggered times.

7.1.2 2025 Budget

Financial Officer, Joe Chirkoff, reviewed Capital Expenditures and Supplementals – Operating Costs in the 2025 Budget.

Discussion ensued, and comments were offered regarding investment income, capital expenditure requests, funding available, and strategic planning.

It was agreed that the Financial Officer would schedule a meeting with Council for further detailed discussion on the budget.

8. New Business

8.1 Lions Bay Beach Park Revitalization Open House

Discussion ensued regarding the upcoming Lions Bay Beach Park Revitalization Open House on January 15, 2025. The CAO advised that storyboards would be displayed and an opportunity would be provided for the public to comment on the images.

9. Public Questions and Comments

None.

10. Adjournment

Moved By: Councillor Broughton

Seconded By: Councillor Cunliffe

THAT the January 7, 2025, Committee of the Whole Meeting now adjourn.

CARRIED

The Committee of the Whole meeting adjourned at 8:40 p.m.

Mayor

CAO

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|--------------------------|--|
| Date Adopted by Council: | |
|--------------------------|--|



**COMMITTEE OF THE WHOLE MEETING
HELD ON TUESDAY, FEBRUARY 4, 2025, 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 (via videoconference)

Absent: Councillor Marcus Reuter

Staff: Chief Administrative Officer, Ross Blackwell (via videoconference)
Director of Operations, Karl Buhr
Financial Officer, Joe Chirkoff
Fire Chief, Barret Germscheid

1. Call to Order

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

2. Closed Council Meeting

Proposed topics for discussion in the absence of the public:

A. Legal

Moved By: Councillor Broughton

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:

(g) litigation or potential litigation affecting the municipality.

CARRIED

The Regular meeting adjourned at 6:04 p.m. and reconvened at 7:15 p.m.

3. Adoption of Agenda

Moved By: Councillor Abbott

Seconded By: Councillor Broughton

THAT the agenda of February 4, 2024, Committee of the Whole be adopted with the addition of Item 9.2 Implications of Tariffs, and to consider Item 8.3 immediately following Item 3.

CARRIED

8. Reports

8.3 Financial Officer Report – 2025 Budget

Financial Officer, Joe Chirkoff, presented the draft 2025 Budget, included with meeting materials, and reviewed amendments and additions, including year-to-date numbers to December 31, 2024.

Fire Chief, Barret Germscheid, reviewed capital expenditure requests in the 2025 Budget for the Lions Bay Fire Department.

Discussion ensued, and comments were offered regarding the Five Year Capital Expenditure Plan.

11. Adjournment

Moved By: Councillor Abbott

Seconded By: Councillor Broughton

THAT the February 4, 2025, Committee of the Whole Meeting now adjourn to the Special Council Meeting.

CARRIED

The Committee of the Whole meeting adjourned at 8:01 p.m. and reconvened at 9:45 p.m.

4. Public Participation

This item was not considered.

5. Approval of Minutes of Prior Meetings

5.1 Committee of the Whole Meeting Minutes – January 7, 2025

This item was not considered.

6. Business Arising from the Minutes

This item was not considered.

7. Unfinished Business

None.

8. Reports

8.1 CAO Report – Resident Satisfaction Survey

This item was not considered.

8.2 CAO Report – Proposed Public Engagement Program

This item was not considered.

9. New Business

9.1 LGLA Discussion

This item was not considered.

9.2 Implications of Tariffs

This item was not considered.

10. Public Questions and Comments

This item was not considered.

11. Adjournment

Moved By: Councillor Broughton

Seconded By: Councillor Abbott

THAT the February 4, 2025, Committee of the Whole Meeting be now adjourned.

CARRIED

The Committee of the Whole meeting adjourned at 9:46 p.m.

Mayor

CAO

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| Date Adopted by Council: | |
|--------------------------|--|

| VILLAGE OF LIONS BAY FOLLOW-UP ACTION ITEM LIST | | | | |
|--|-------------------|--|------------------------|---------------|
| ACTION NO. | DATE | ITEM/ACTION/DESCRIPTION | PERSON | STATUS |
| 297 | Sept 19, 2023 | CAO to complete a cost-benefit analysis on document storage options | CAO | On-Going |
| 310 | Nov 7, 2023 | CAO to rescope connector project and bring back to Council | CAO/Public Works | On-Going |
| 311 | Nov 7, 2023 | Proceed with wayfinding signage project subject to community input | | Deferred |
| 315 | Feb 20, 2024 | Firefighting Reserve Water Policy referred to Infrastructure Committee | DO | In Draft |
| 316 | Feb 20, 2024 | Water Shortage Policy | DO | In Draft |
| 321 | June 18, 2024 | Staff to investigate whether the Village of Lions Bay can apply for grants and funding as a rural community. | FO | On-going |
| 326 | December 3, 2024 | Ross Blackwell, Chief Administrative Officer (CAO), will respond to the Ministry's letter expressing that Council is respecting the request of the Ministry to be updated and that Council is addressing the matter in Closed Council meetings and will share information as appropriate. (Provincial Advisor) | CAO | On-going |
| 328 | December 3, 2024 | Provide council with a working document of council duties (tasks, responsibilities and status). | CAO | On-going |
| 330 | January 7, 2025 | Chief Administrative Officer, Ross Blackwell, will compile topic recommendations for the Union of BC Municipalities Meeting and provide to Council. | CAO | On-going |
| 331 | January 7, 2025 | Chief Administrative Officer, Ross Blackwell, will research the cost implications of having two garbage trucks and/or multiple collection days to avoid staggered times. | CAO | In- process |
| 332 | February 18, 2025 | Contact Squamish Nation re: Climate Legacy and invite to the next CAC meeting | Councillor M Broughton | Complete |
| 333 | February 18, 2025 | Revise and better reflect infrastructure levy (all-in) chart for council | J Chirkoff (CFO) | Complete |

STAFF REPORT

DATE: January 29, 2025 **FILE:**
TO: Committee of the Whole
FROM: Ross Blackwell, MAP, MCIP, RPP, CAO
RE: **Citizen Satisfaction Survey**

PURPOSE:

To provide Council with an overview of a citizen satisfaction survey for the Village of Lions Bay, to be scheduled for spring 2025.

BACKGROUND:

Citizen satisfaction surveys are a common tool used by municipalities to gauge resident perceptions, evaluate service delivery, and identify community priorities. These surveys can provide valuable insights into areas of strength and opportunities for improvement, while also fostering a sense of engagement with residents.

The Village of Lions Bay has not undertaken a comprehensive citizen satisfaction survey to date. As the municipality continues to address complex issues such as infrastructure upgrades, environmental sustainability, aging in place, and other pressing issues, the timing is appropriate to gather structured feedback from residents.

DISCUSSION:

A citizen satisfaction survey offers numerous benefits and considerations for the municipality. Some of the key aspects are set out below.

1) Foundation

- **Data-Driven Decision Making.** The survey will provide quantitative and qualitative data that can inform Council and staff decisions.
- **Enhanced Community Engagement.** Conducting a survey demonstrates a commitment to listening to the community, building trust, and fostering transparency in governance.
- **Benchmarking and Performance Measurement.** A satisfaction survey establishes baseline data that can be used to measure progress over time and assess the impact of municipal initiatives.

- **Grant and Funding Support.** Evidence of community consultation can strengthen grant applications and demonstrate alignment with community needs and priorities.

2) Benefits

- **Comprehensive Feedback:** The survey provides an opportunity for all residents to voice their opinions, ensuring diverse perspectives are captured.
- **Identifying Trends:** Data from the survey can reveal patterns and trends that may not be apparent through informal feedback channels.
- **Improved Relationships:** Proactively seeking resident input can strengthen confidence between the community and the municipality.
- **Strategic Planning:** Results can directly confirm an understanding residents' satisfaction levels and priorities can guide resource allocation, policy development including strategic plans, operational plans, policy planning, financial planning, asset management, and project prioritization.

3) Key Considerations

- **Resource Intensive:** Designing, administering, and analyzing a survey requires staff time. For a small municipality with limited capacity, such as Lions Bay, this must be carefully managed to avoid workload impacts.
- **Expectation Management:** The survey may raise expectations among residents for immediate action on all identified issues, which may not be feasible. This will require clear communication.
- **Potential Bias:** The survey will be designed so that survey results ensure responses accurately represent the views of the entire community, particularly if certain demographics are underrepresented.
- **Follow-Through Requirements:** A clear plan for using and communicating the results, the survey is important to avoid potential frustration or skepticism among residents.
- **Survey Design and Scope:** The survey will be designed to ensure clarity, relevance, and neutrality. Questions will align with municipal priorities and be limited in scope to maintain engagement.
- **Timeline:** To ensure sufficient participation and data quality, the survey process will be allocated adequate time for planning, implementation, and analysis.

- **Communication Strategy:** Clear communication before, during, and after the survey is essential to encourage participation and manage expectations about how the results will be used.

4) **Next Steps**

- Develop a project plan, including timelines, and communication strategy.
- Select a Canadian Based survey data hosting platform.
- Survey launch

CONCLUSIONS:

A citizen satisfaction survey represents a strategic opportunity to gather valuable feedback, engage residents, and guide future municipal initiatives. While there are resource implications, the potential benefits in terms of planning and informed decision-making, enhanced engagement, and improved service delivery are significant.

FINANCIAL CONSIDERATIONS:

The survey will be developed and undertaken internally. Accordingly, costs will be limited to staff time.

LEGAL CONSIDERATIONS:

None

Respectfully submitted,

Ross Blackwell, CAO
Chief Administrative Officer



STAFF REPORT

DATE: January 29, 2025 **FILE:**
TO: Committee of the Whole
FROM: Ross Blackwell, MAP, MCIP, RPP, CAO
RE: **Proposed Public Engagement Program**

PURPOSE:

The purpose of this report is to seek Council's support for a planned public engagement program aimed at fostering informed and meaningful conversations on key community issues. The program will consist of several events, each focused on a specific topic relevant to the Village of Lions Bay's future planning and community development.

BACKGROUND:

The Village of Lions Bay faces complex and interconnected challenges as it plans for its long-term sustainability and growth. Engaging residents in discussions about these challenges is essential to ensure community-driven solutions that respect Lions Bay's unique identity and values.

The proposed public engagement program builds on the community's strong history of participation and civic involvement. Through a series of structured events, residents will have the opportunity to hear from experts, share ideas, and contribute to conversations on key topics such as infrastructure, housing, environmental stewardship, financial sustainability, and accessibility.

Community engagement exercises are essential for fostering collaboration between residents and local government, ensuring decisions reflect the community's diverse needs and values. They build trust through transparent and inclusive processes, enhance public understanding of municipal operations, and strengthen social cohesion by bringing people together to discuss shared concerns. Engagement improves project outcomes by incorporating local knowledge and creative ideas, promotes a sense of ownership and support for initiatives, and helps identify and address potential issues early, mitigating opposition. By prioritizing community engagement, municipalities like Lions Bay can make informed, innovative, and sustainable decisions that enhance livability and resilience.

DISCUSSION:

1) Proposed Program Objectives

- **Education** - Provide residents with expert insights into complex municipal issues.
- **Community Input** - Gather diverse perspectives to inform Council decision-making.
- **Collaboration** - Encourage meaningful conversations among residents and between the community and municipal staff.
- **Transparency** - Reinforce the municipality's commitment to open and inclusive governance.

2) Proposed Program Format and Structure

The engagement program will feature a range of event types to accommodate different learning and discussion preferences:

- a) **Expert Speaker Sessions** - Bringing subject matter experts to Lions Bay to present on key topics, followed by Q&A sessions.
- b) **Facilitated Discussion Forums (Conversation Cafés)** - Open forums encouraging dialogue among residents on specific themes, guided by trained facilitators.
- c) **Hands-On Workshops** - Interactive sessions where participants explore potential solutions to community challenges.
- d) **Online Engagement** - Providing digital opportunities for participation through surveys or recorded expert sessions for those unable to attend in person.

3) Proposed Topics for Engagement

- a) **Municipal Financial Sustainability**
 - Understanding the financial challenges facing small municipalities.
 - Exploring revenue generation strategies and cost containment.
- b) **Aging in Place and Housing Diversity**
 - How to design a community that supports residents at all life stages.
 - Exploring innovative housing solutions for Lions Bay.
- c) **Creating a Complete Community**
 - Designing a community with diverse amenities, services, and housing options within a walkable environment.
- d) **Environmental Stewardship and the Ecological Footprint**

- Practical steps for reducing Lions Bay’s environmental impact while protecting its natural assets.

e) **Accessibility and Mobility**

- Designing public spaces and infrastructure to accommodate all residents, including those with mobility challenges.

f) **Strategic Growth Without Compromising Livability**

- Balancing growth with the need to maintain Lions Bay’s unique character and sense of place.

g) **Additional Topics**

- Infrastructure renewal and asset management.
- Climate adaptation strategies.
- Community resilience and emergency preparedness.
- The program will remain flexible to accommodate additional topics as identified through community feedback or emerging issues.

4) **Benefits of the Program**

- **Informed Decision-Making** - Community input will provide valuable insights for Council's strategic planning.
- **Stronger Community Connections** - Bringing residents together to discuss shared concerns fosters social cohesion.
- **Enhanced Trust and Transparency** - Open engagement demonstrates the municipality’s commitment to collaboration and accountability.

5) **Potential Challenges and Mitigation Strategies**

a) **Resource Requirements**

- Staff time and budget will be required for event planning and execution.
- Mitigation: Leverage volunteer facilitators and community partnerships.

b) **Participation Levels**

- Some residents may be reluctant to participate or unaware of events.
- Mitigation: Develop a robust communication strategy to promote events through multiple channels.

c) **Managing Expectations**

- Residents may expect immediate implementation of ideas discussed.
- Mitigation: Clearly communicate the purpose of engagement and how input will be used.

6) **Implementation Timeline**

- Phase 1: Initial expert sessions and conversation cafés.
- Phase 2: Workshops and additional engagement opportunities.
- Phase 3: Compilation and presentation of findings to Council.

7) **Next Steps**

a) **Council Direction**

- Council to provide input on priority topics and event formats.

b) **Program Development**

- Staff to develop a detailed schedule, budget, and communication plan for Council review.

c) **Engagement and Communication**

- Identification and engagement of subject matter experts and facilitators.
- Development of promotional materials to ensure broad community awareness.

CONCLUSIONS:

The proposed public engagement program presents an opportunity to strengthen community connections, foster informed dialogue, and support Council's decision-making processes on key issues. By involving residents in meaningful conversations, Lions Bay can continue to thrive as a vibrant, inclusive, and resilient community.

FINANCIAL CONSIDERATIONS:

To be determined.

LEGAL CONSIDERATIONS:

None



RECOMMENDED MOTION:

THAT Council direct staff to proceed with the development and implementation of a public engagement program as outlined in this report, including detailed scheduling and budget considerations for Council review.

Respectfully submitted,

Ross Blackwell, CAO
Chief Administrative Officer

STAFF REPORT

DATE: November 12, 2024 **FILE:** 639
TO: Ross Blackwell, MAP, MCIP, RPP, CAO
FROM: Taj Bindra, Bylaw Enforcement Officer
RE: **AMENDMENT TO GARBAGE AND RECYCLING COLLECTION BYLAW No.455, 2013**

RECOMMENDED RESOLUTION:

THAT first, second, and third reading be granted for Amendment Bylaw No. 639, 2024, to amend *Bylaw No. 455, Garbage and Recycling Collection Bylaw*.

BACKGROUND:

The proposed amendment to section 7 of the *Garbage and Recycling Collection Bylaw No. 455* seeks to simplify compliance by establishing clear and consistent rules for garbage placement. The amendment eliminates distinctions between periods of low and increased wildlife activity, which have historically caused confusion for residents and enforcement challenges for staff. By removing these distinctions, the bylaw creates a uniform standard for waste management across all neighborhoods, ensuring fairness and reducing ambiguity.

The revised approach prioritizes accessibility and impartiality in waste management, ensuring all residents can easily adhere to the guidelines. A standardized policy discourages wildlife from foraging by requiring consistent precautions, fostering equity and clarity for the entire community.

DISCUSSION:

The proposed amendment to section 7 of the *Bylaw* addresses the ambiguous language used to define "low wildlife activity" and "increased wildlife activity." Discussions with the BC Conservation Office revealed that wildlife activity levels vary continuously, making it impractical to define enforceable periods. This lack of clarity and simplicity has hindered effective enforcement and created unnecessary complexity for residents.

By establishing uniform rules, the amendment ensures equitable treatment for all areas of the community, addressing concerns about perceived disparities in garbage collection services. It

provides a fair and accessible schedule for all residents, fostering consistency in waste management practices.

The proposed changes aim to improve waste collection guidelines while promoting fairness, reducing complaints, and enhancing community cleanliness. This amendment supports the broader goal of creating a more organized and sustainable waste management system for all residents.

Current Bylaw Provision

The proposed amendment would **remove** the following text from section 7 of the *Bylaw*:

7. During times of low wildlife activity, all green waste, garbage, and recycling receptacles shall be placed for collection by the householder:

- a. Less than 10 feet from the roadway in front of the householder's premises,*
- b. no earlier than 5:00 a.m. on the scheduled waste collection day, and*
- c. removed no later than 8 p.m. the same day.*

During times of increased wildlife activity, the Village may impose an area collection schedule. All garbage and food waste receptacles and recycling shall be placed for collection by the householder:

- d. less than 10 feet from the roadway in front of the householder's premises,*
- e. no earlier than the time prescribed by the area collection schedule on the scheduled waste collection day, and*
- f. clean recycling products are excluded from the area collection schedule provide they do not create an attractant,*
- g. during times of increased wildlife activity, the Village will provide for drop-off of food waste and garbage only, at Works Yard from 6 a.m. - 8 a.m. on day of pickup and 8 a.m. – 11:00 a.m. on the Saturday following.*

Proposed new Bylaw provision for section 7

All green waste, garbage, and recycling receptacles shall be placed for collection:

- a. Less than 10 feet from the roadway in front of the property,*
- b. No earlier than 5:00 a.m. on the designated collection day, and*
- c. Removed no later than 8:00 p.m. on the same day.*

Clean recycling products that do not create an attractant are exempt from the placement and removal timing requirements outlined in Section 1.”

Food waste and garbage may be dropped off at the Works Yard on Saturdays only, between 8:00 a.m. and 11:00 a.m.”

OPTIONS:

- (1) Grant the first three readings to Amendment Bylaw 639, a bylaw to amend Bylaw No. 455, “*Garbage and Recycling Collection Bylaw*” as recommended by staff and as set out in this report.
- (2) Do not grant three readings to Amendment Bylaw 639
- (3) Refer the matter to staff with specific direction

RECOMMENDED OPTION:

To the first three readings to Amendment Bylaw 639

FINANCIAL CONSIDERATIONS:

There are no financial considerations.

LEGAL CONSIDERATIONS:

Our current *Garbage and Recycling Collection Bylaw* is not enforceable due to the ambiguity in definitions of wildlife activity levels, as well as fairness in garbage and recycling collection schedules. In addition, the Office of the Ombudsperson has expressed concerns about the clarity and fairness to residents given the current provisions of section 7.

Respectfully submitted,

Report Approved By,



Taj Bindra
Bylaw Enforcement Officer

Ross Blackwell, CAO
Chief Administrative Officer



**VILLAGE OF LIONS BAY
BYLAW NO. 639**

A BYLAW TO AMEND BYLAW No.455, 2013: THE GARBAGE AND RECYCLING COLLECTION BYLAW

The Council of the Village of Lions Bay, in open meeting assembled, enacts as follows:

1. CITATION

This Bylaw may be cited as "*Village of Lions Bay Garbage and Recycling Collection Bylaw No. 455, 2013, Amendment Bylaw No. 639, 2024*".

2. AMENDMENT

Bylaw No. 455, 2013 THE "Garbage and Recycling Collection Bylaw" is amended as follows:

a) Replace the text in "Section 7" of the Bylaw with the following text:

7. All green waste, garbage, and recycling receptacles shall be placed for collection:

- i. Less than 10 feet from the roadway in front of the property,
- ii. No earlier than 5:00 a.m. on the designated collection day, and
- iii. Removed no later than 8:00 p.m. on the same day.

a) Clean recycling products that do not create an attractant are exempt from the placement and removal timing requirements outlined in Section 1.

b) Food waste and garbage may be dropped off at the Works Yard on Saturdays only, between 8:00 a.m. and 11:00 a.m.

READ A FIRST TIME on the day of ,2024

READ A SECOND TIME on the day of ,2024

READ A THIRD TIME on the day of ,2024

ADOPTED on the day of ,2024



Mayor

Corporate Officer



Garbage and Recycling Collection Bylaw No. 455, 2013

Office Consolidation

This document is an office consolidation of Garbage and Recycling Collection Bylaw No. 455, 2013 with subsequent amendments adopted by the Village of Lions Bay.

All persons making use of this consolidation are reminded that it has no Council sanction, that amendments have been incorporated only for convenience of reference, and that for all purposes of interpretation and application, the original bylaws should be consulted. The Village of Lions Bay will, in no event, be liable or responsible for damages of any kind arising out of the use of this consolidation.

This is not the official version of Garbage and Recycling Collection Bylaw No. 455, 2013, as amended, nor is it admissible in a court of law. For such purposes, official certified copies of the original bylaws can be obtained from the Village Office or by contacting us at: office@lionsbay.ca

List of Amending Bylaws

| Bylaw No. | Section | Description | Adopted |
|-----------|----------------------|---|-------------------|
| 468 | Sch. A | Schedule A replaced | February 18, 2014 |
| 483 | Sch. A | Schedule A replaced | February 17, 2015 |
| 500 | Sch. A | Schedule A replaced | February 16, 2016 |
| 516 | 3, 14, 16, Sch. A | Various amendments to text, Schedule A replaced | February 21, 2017 |
| 540 | Sch. A | Replaces Schedule A | February 20, 2018 |
| 559 | Sch. A | Replaces Schedule A | February 19, 2019 |

| | | | |
|------------|-------------|---|-------------------|
| 570 | 2(a)&(b) | Amends payment due date in s.14 to Dec.31 and amends amount payable in Schedule A | Feb.18, 2020 |
| 579 | 4(a)&(b) | Amends sections 14 and 15, extending the discount period for 2020 | April 21, 2020 |
| 589 | Sch. A | Replaces Schedule A | February 16, 2021 |
| 616 | Various | Amends numbering and various sections | April 5, 2022 |
| 625 | Various | Amends numbering and various sections | March 21, 2023 |
| 628 | s.16 Sch. A | Amendments to s.16 Payment discount to May 31, Schedule A | May 2, 2023 |
| 637 | Sched A | Replaces Schedule A | April 23, 2024 |
| <u>639</u> | <u>2</u> | <u>Replaces text in section 7</u> | |

Garbage and Recycling Collection Bylaw No. 455, 2013

WHEREAS Council deems it advisable to adopt a Bylaw to regulate the terms and conditions for the collection and disposal of solid waste, recycling, and green yard waste, and the rates payable for these services; and

NOW THEREFORE the Council of the Village of Lions Bay, in open meeting assembled, enacts as follows:

TITLE

1. This Bylaw may be cited as "Garbage and Recycling Collection Bylaw No. 455, 2013".

PAST BYLAWS REPEALED

2. Waste Collection Bylaw No. 440 is hereby repealed.

DEFINITIONS

3. In this Bylaw:

“food waste” means organic compostable kitchen waste or excess food products;
[Amended by Bylaw No. 625, 2023]

“garden waste” means organic compostable yard trimmings;
[Amended by Bylaw No. 625, 2023]

“green waste” means organic compostable waste, including garden waste and food waste;
[Amended by Bylaw No. 516, 2017]

“garbage” means waste that does not meet the criteria of green waste or the recycling program;
[Amended by Bylaw No. 625, 2023]

“wildlife resistant container” means a secure fully enclosed container with a lid and latching device, of sufficient design and strength to prohibit access by wildlife;

“wildlife resistant enclosure” means a structure which has four enclosed sides, a roof, doors, and a latching device, of sufficient design and strength to prevent access by wildlife;

“wildlife attractant” means any substance that could reasonably be expected to attract wildlife;
[Amended by Bylaw No. 625, 2023]

"wildlife proof container" means a fully enclosed container, of sufficient design and strength to prevent access by Wildlife, that is securely affixed to the ground or to an immovable object or fixture;

[Amended by Bylaw No. 625, 2023]

"wildlife proof enclosure" means a structure which has enclosed sides, a roof, doors and a latching mechanism of sufficient design and strength to prevent access by Wildlife;

[Amended by Bylaw No. 625, 2023]

SYSTEM ESTABLISHMENT

- 4. The Village hereby establishes and continues the equipping, maintenance and operation of a system of solid waste, recycling, and green yard waste collection.

OBLIGATION OF RESIDENTS

- 5. Every owner or resident shall provide and maintain in good order and repair, garbage receptacles, with tight waterproof covers. The amount of garbage shall not exceed 154 litres in total and no receptacle shall contain more than 121 litres. Two receptacles are allowed per household; tags for additional receptacles may be purchased at the Village Office.

[Amended by Bylaw No. 616, 2022]

- 6. The receptacles required under this by-law shall at all times be securely housed to ensure that the contents do not attract and are not accessible to wildlife.

[Amended by Bylaw No. 616, 2022]

[Amended by Bylaw No. 625, 2023]

7. All green waste, garbage, and recycling receptacles shall be placed for collection:

- i. Less than 10 feet from the roadway in front of the property,
- ii. No earlier than 5:00 a.m. on the designated collection day, and
- iii. Removed no later than 8:00 p.m. on the same day.

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- a) Clean recycling products that do not create an attractant are exempt from the placement and removal timing requirements outlined in Section 1.

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- b) Food waste and garbage may be dropped off at the Works Yard on Saturdays only, between 8:00 a.m. and 11:00 a.m.

~~7. During times of low wildlife activity, all green waste, garbage, and recycling receptacles shall be placed for collection by the householder:~~

- ~~a. Less than 10 feet from the roadway in front of the householder's premises,~~
- ~~b. no earlier than 5:00 a.m. on the scheduled waste collection day, and~~
- ~~c. removed no later than 8 p.m. the same day.~~

~~During times of increased wildlife activity, the Village may impose an area collection~~

~~schedule. All garbage and food waste receptacles and recycling shall be placed for collection by the householder:~~

- ~~d. less than 10 feet from the roadway in front of the householder's premises,~~
- ~~e. no earlier than the time prescribed by the area collection schedule on the scheduled waste collection day, and~~
- ~~f. clean recycling products are excluded from the area collection schedule provide they do not create an attractant,~~
- ~~g. during times of increased wildlife activity, the Village will provide for drop off of food waste and garbage only, at Works Yard from 6 a.m. — 8 a.m. on day of pickup and 8 a.m. — 11:00 a.m. on the Saturday following.~~

[Amended by Bylaw No. 625, 2023]

[Amended by Bylaw No. 639, 2024]

~~8.7.~~ Recycling is to be placed in the blue recycling boxes, and in blue or yellow bags, as established by Village waste guidelines. Additional cardboard may be placed roadside, in flattened, neatly tied bundles, to a maximum bundle size of 3 feet by 3 feet (3' x 3').

[Amended by Bylaw No. 616, 2022]

~~9.8.~~ Garden waste collection is to be placed in brown kraft green waste bags, compostable plastic bags, or in containers that have been clearly marked 'Yard Trimmings'. Branches should not be more than 3" (3 inches) in diameter, and bundles of branches no greater than 3' (3 feet) long.

[Amended by Bylaw No. 625, 2023]

~~10.9.~~ Food waste is to be placed in brown kraft green waste bags or small compostable plastic bags (10 litre maximum), inside food waste container.

[Amended by Bylaw No. 625, 2023]

~~11.10.~~ Garbage is to be placed in biodegradable plastic bags, inside garbage container.

[Amended by Bylaw No. 616, 2022]

[Amended by Bylaw No. 625, 2023]

~~12.11.~~ No liquids or free water shall be put or placed in or allowed to run into or accumulate in any garbage receptacle, and all such receptacles shall at all times be covered with a watertight cover.

~~13.12.~~ No owner or occupier shall place for collection any prohibited solid waste as set out in Schedule B attached to and forming a part of this bylaw.

[Amended by Bylaw No. 616, 2022]

~~14.13.~~ All waste material which is not garbage, recycling, or green waste shall be disposed of directly by the owner or occupier at a regional or other appropriate handling facility.

[Amended by Bylaw No. 616, 2022]

~~15.14.~~ Every owner or occupier of land is hereby compelled to make use of the garbage, recycling, and green waste disposal system established and continued hereunder and shall pay for the collection of garbage, recycling, and green waste from premises as herein provided.

[Amended by Bylaw No. 616, 2022]

SERVICE PROVIDED BY VILLAGE

~~16-15~~. Garbage shall be collected bi-weekly while recycling, and green waste shall be collected weekly by the disposal service of the Village. This regular pick-up schedule may be altered by the Public Works Manager provided that two weeks' notice of the change is provided to all residents and businesses via the Village Update.

[Amended by Bylaw No. 616, 2022]

COLLECTION RATES

~~17-16~~. Rates for the collection of garbage, recycling and green waste as per Schedule "A" attached hereto and forming part of this By-law are hereby imposed on the owners of land or occupiers of premises and are due and payable by the 31st day of December of each year.

[Amended by Bylaw No. 516, 2017]

[Amended by Bylaw No. 570, 2020]

[Amended by Bylaw No. 579, 2020]

~~18-17~~. A prompt payment discount shall be allowed, as set out in Schedule "A" if payment is made by the 31st of May of each year, other than the year 2020, when a prompt payment discount shall be allowed, as set out in Schedule "A" if payment is made on or before the 1st day of June. The period the rates cover is from January 1 to December 31 of each year.

[Amended by Bylaw No. 579, 2020]

[Amended by Bylaw No. 628, 2023]

~~19-18~~. The rate chargeable under this section in the calendar year in which the collection of garbage, recycling and green waste commences shall be one-twelfth (1/12) of the full rate as set out in Schedule "A" multiplied by the number of full months remaining in the calendar year of service commencement.

[Amended by Bylaw No. 516, 2017]

~~20-19~~. Any rate remaining unpaid on the 31st day of December shall be deemed to be taxes in arrears in respect of the property in respect of which the consumer dwells and shall forthwith be entered on the real property tax roll by the Collector as taxes in arrears.

~~21-20~~. The rates established hereunder shall commence effective January 1 of each year.

WILDLIFE RESISTANT CONTAINERS AND ENCLOSURES

~~22-21~~. Every outdoor container or receptacle used by a single family dwelling for depositing or storing food waste or other edible waste, or waste contaminated recycling that could attract wildlife shall be a wildlife resistant container, or be stored in a place that cannot be accessed by wildlife. This section does not apply to composting or placement of waste at curbside on collection days.

~~23-22~~. Every commercial, industrial, institutional and tourist accommodation building, and every multiple family residential development having three or more dwelling units, shall provide for a waste storage site located inside a building or within a wildlife resistant enclosure.

[Amended by Bylaw No. 616, 2022]

~~24.~~23. Garbage and recycling containers required for temporary special events, such as weekend sports tournaments, weddings, Fire Department Picnic, Halloween, and Canada Day are exempt from this requirement if emptied before 10:00 p.m.

~~25.~~24. Wildlife resistant containers and wildlife proof enclosures:

- a. must be kept closed and secure when waste is not being deposited, and
- b. if damaged, must not be used until repaired.

[Amended by Bylaw No. 616, 2022]

[Amended by Bylaw No. 625, 2023]

DANGEROUS WILDLIFE

26. Feeding wildlife and depositing or storing any domestic garbage, pet food, food waste, or other edible waste that could attract wildlife is prohibited.

[Amended by Bylaw No. 616, 2022]

27. Bird feeders must have a seed catch tray and be suspended on a cable or other device so that they are 10 ft above the ground and from any other access point.

[Amended by Bylaw No. 616, 2022]

[Amended by Bylaw No. 625, 2023]

28. Beehives must be protected by an electric fence or otherwise be made inaccessible to wildlife.

[Amended by Bylaw No. 616, 2022]

[Amended by Bylaw No. 625, 2023]

29. Outdoor fridges or freezers must be inaccessible to wildlife and stored in wildlife resistant enclosure.

[Amended by Bylaw No. 625, 2023]

30. Halloween pumpkins and jack-o-lanterns shall be placed at curbside no earlier than 4 p.m. on the night of Halloween and moved to appropriate wildlife proof storage by 11 p.m.

[Amended by Bylaw No. 625, 2023]

31. No meat by-products shall be put in compost piles.

[Amended by Bylaw No. 616, 2022]

32. Fruit and nut trees must be managed in such a way that they do not attract wildlife.

[Amended by Bylaw No. 625, 2023]

OFFENCE AND PENALTY

33. Every person who contravenes any provision of this Bylaw commits an offence and upon summary conviction is liable to a fine not exceeding \$1000.00 and the cost of prosecution. Where enforcement proceeds under Bylaw Notice Enforcement Bylaw No. 385, 2006, as amended, contraventions of this Bylaw do not constitute an offence and penalties shall not exceed \$500.

[Amended by Bylaw No. 616, 2022]

SEVERABILITY

34. If any section or lesser portion of this Bylaw is held to be invalid by a Court, the invalid portion shall be severed without affecting the validity of the remaining portions of this Bylaw.

[Amended by Bylaw No. 616, 2022]

| | |
|---------------------------|-----------------------|
| READ A FIRST TIME | April 16, 2024 |
| READ A SECOND TIME | April 16, 2024 |
| READ A THIRD TIME | April 16, 2024 |
| ADOPTED | April 23, 2024 |

Mayor

Corporate Officer

**Certified a true copy of
Garbage and Recycling Collection Bylaw No. 455, 2013
Amendment Bylaw No. 639, 2024, as adopted.**

Corporate Officer

SCHEDULE "A"

**Attached to and forming
part of Bylaw No. 455, 2013, as amended**

| | Garbage, Recycling and Green Waste | | Annual Charge | Prompt Payment Discount |
|---|---|---------------------------------|----------------------|--------------------------------|
| 1 | Single Family Residences | Garbage, Recycling and Organics | \$402.00 | 3.5% |
| 2 | Strata Condominiums (Crosscreek Road) | Garbage, Recycling and Organics | \$402.00 | 3.5% |
| 3 | Strata Apartments (350 Centre Road) | Recycling Only | \$181.00 | 3.5% |
| 4 | Businesses – Store/Café | Recycling Only | \$1,629.00 | 3.5% |
| 5 | Businesses – Other | Recycling Only | \$181.00 | 3.5% |

[Amended by Bylaw No. 570]
 [Amended by Bylaw No. 589]
 [Amended by Bylaw No. 628]
 [Amended by Bylaw No. 637]