



MINUTES

REGULAR MEETING OF COUNCIL

VILLAGE OF LIONS BAY

June 17, 2025, 6:00 p.m.

**Council Chambers, 400 Centre Road, Lions Bay
And Via Zoom Video Conference**

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

Staff In Attendance: Financial Officer, Joe Chirkoff
Deputy Corporate Officer, Kristal Kenna

Regrets: Chief Administrator Officer, Ross Blackwell

1. Call to Order

Mayor Berry called the meeting to order at 6:00 PM

2. Closure of Council Meeting

Moved by: Councillor Abbott

Seconded by: Councillor Broughton

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)

(c) labour relations or other employee relations;

(g) litigation or potential litigation affecting the municipality;

90 (2)

(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party;

CARRIED

3. Reporting out from Closed portion of Meeting

That the letter from the Ministry of Housing and Municipal Affairs from May 23, 2025, be received and that Council has no objections.

4. Adoption of Agenda

Moved by: Councillor Broughton

Seconded by: Councillor Abbott

THAT the Agenda of the June 17, 2025, Regular Meeting of Council be adopted with the following additions:

- Item No.10.1.1 Grant-in-Aid - Include Remembrance Day Ceremony
- Item No. 10.3 Mayor and Council - Include Change to the rating on the *Fire Danger Rating* Sign.
- Council condolences for the passing of long-time resident Louis Peterson and acknowledged their gratitude for his service to the community.

CARRIED

5. Public Participation

- none

6. Delegations

- none

7. Approval of Minutes of Prior Meetings

7.1 Regular Meeting of Council - May 20, 2025

That Item 10.2.2 Climate Action Committee included that Councillor Abbott provided written reports as well as a verbal update.

Moved by: Councillor Broughton

Seconded by: Councillor Cunliffe

THAT the Regular Meeting of Council Minutes of May 20, 2025, be approved as amended.

CARRIED

7.2 Special Meeting of Council - June 11, 2025

Amendment that Item No. 14 - Reporting out from Closed Portion of Meeting - be changed to reflect the reporting out. Deputy Corporate Officer to review the recording and update the minutes.

Moved by: Councillor Abbott

Seconded by: Councillor Broughton

THAT the Special Meeting of Council Minutes of June 11, 2025, be approved as amended.

CARRIED

8. Business Arising from the Minutes

- **Action:** May 20, 2025, Regular Meeting of Council - Item No.10.2.2 - Discussed that the Climate Action Committee suggests that LGCAP money be used to fund infrastructure and purchase of an Electric Vehicle. Committee recommend to Council is to have staff review procurement policy to include the language surrounding this suggestion.

9. Unfinished Business

9.1 Action Items Log

- Item No.342 - Request for the *Supersave* Invoices to specify the amount of renewable diesel (to support Local Government Climate Action Program report).

10. Reports

10.1 Staff

10.1.1 Grant-In-Aid , FN-2025-002

Staff presented the applications for Grant-in-Aid and noted that the application process is being streamlined to *online only* to simplify the administrative process. Staff also noted that there is a need for in-kind rates which are being worked on with the update of the fees bylaw. Staff to report back to Council once these simplified processes are in place.

Discussion ensued and Councillor suggested that in-kind applications be streamlined and that a renewal option would make sense. Question from Council regarding positive balance (carry-over from previous years) and that groups should work towards a break even balance on their accounts.

Financial Officer, Joe Chirkoff joined the meeting at 7:33 pm.

1

THAT the Grant and Aid application from the Lions Bay Scholarship Foundation be approved.

2

THAT the Grant and Aid application from the Lions Bay Arts be approved.

3

THAT the Grant and Aid application from the Lions Bay Historical Society be approved.

4

THAT the Grant and Aid application for the Senior's Circle be approved.

5

THAT the Grant and Aid application from the Lions Bay Trailblazers be approved.

6

THAT the Grant and Aid application from the Lions Bay Bird Friendly be approved.

7

THAT the Grant and Aid application from the Lions Bay Caroling Group be approved.

8

THAT the Grant and Aid application from the Lions Bay Garden Group be approved.

9

THAT the Grant and Aid application from the Lions Bay Bear Smart be approved.

10

THAT the Grant and Aid application from the Lions Bay Events Committee be approved.

11

THAT the Grant and Aid application from the Lions Bay Fire Rescue be approved.

Moved by: Councillor Broughton
Seconded by: Councillor Abbott

THAT all the applications be approved in one motion, as amended, to include the Remembrance Day Ceremony.

CARRIED

Moved by: Mayor Berry
Seconded by: Councillor Abbott

THAT all the Grant-in-Aid applications No. 1-11 under item 10.1.1 of the Agenda of the Regular Meeting of Council June 17, 2025, as amended be approved.

CARRIED

10.1.2 Film Permit 2025-05

Staff presented the film permit application and answered questions.

Council had questions regarding parking space rentals in Kelvin Grove ; looking for assurance that this would be feasible for the community and ensuring that the previously arranged resident rental of the lot (for a wedding) remains unaffected. Councillor Cunliffe noted that she did not believe this would be of concern because of the seasonal decline of usage at the time of the filming and Staff confirmed that the wedding has priority. Question about polling letters, staff confirmed that affected properties are polled based on the Village map.

1

Moved by: Councillor Broughton
Seconded by: Councillor Abbott

THAT Council approve the enclosed Film Application FP25-05, submitted by Blink49 Productions, for filming on-location at 185 Tidewater Way.

CARRIED

2

Moved by: Councillor Broughton
Seconded by: Councillor Abbott

THAT Council approve the rental of up to 10 parking spots at Kelvin Grove Beach for the duration of the Film shoot, deemed to be August 24, 2025 – September 15, 2025.

CARRIED

10.1.3 Bylaw Enforcement Quarterly Update, Bylaw -2025-001

Action: Staff to report back with who is "parking enforcement" (as noted in the report Item C.) and the status of the outstanding parking violation notices.

Discussion ensued regarding parking violation fines. Council would like further discussion pertaining to implementing more education / warnings for parking violations. Suggestion to host an open house or town-hall type meeting with Bylaw and CAO. Council is appreciative of the quarterly update and found it helpful.

10.1.4 Final Election Report, DCO-2025-002

Staff presented a report by Chief Elections Office Lisa Zwarn (2025 By-election), identifying a bylaw gap in the public notice posting policy and that in order to continue to use alternative means, the Village needs to adopt a public notice bylaw. Staff reported that a Public Notice Bylaw is currently being drafted and will be ready for review at the next meeting.

Discussion ensued, and Council expressed an interest as to why "...the local government must adopt a public notice bylaw and not use the same methods indicated for the public notice posting place in the Council Procedure Bylaw"

Moved by: Councillor Abbott

Seconded by: Councillor Broughton

THAT the Village adopt a public notice bylaw prior to the next election.

CARRIED

10.1.5 Year to Date Financials

Staff presented a report on year-to-date financials.

Discussion ensued, with questions from Council regarding forecast at completion, follow up on budget for the UBCM conference, emergency management budget and interim emergency management while the fire chief positions and emergency program coordinator are vacant.

Action: That a meeting be scheduled discuss the budgeting for the UBCM conference in September 2025.

Action: That the next council agenda include a discussion on interim plan while the fire chief and emergency program coordinator and emergency support services director positions are vacant.

Action: Financial Officer to report actuals versus budget for Council.

10.1.6 Fire Services Review, CAO-2025-006

Discussion, Council supports the review and also asks that the consultant provide an interim plan.

Moved by: Councillor Broughton

Seconded by: Councillor Abbott

THAT Council direct the Chief Administrative Officer to retain a qualified consultant to undertake a comprehensive organizational review of Lions Bay Fire Rescue and report back with the detailed scope, budget, and timeline for the proposed work. The consultant is to also devise an interim plan while the review is being conducted.

CARRIED

10.2 Committees

10.2.1 Infrastructure Committee

No update at this time.

10.2.1.1 Recommendation to Council: Water Wells

No update at this time.

10.3 Mayor and Council

Moved by: Councillor Abbott

Seconded by: Councillor Broughton

THAT Council instruct staff to update the Fire Danger Rating Sign (*Forest Fire Hazard Index*) from "Low" to "Moderate".

CARRIED

10.4 Emergency

- none

11. Resolutions

- none

12. Bylaws

- none

13. Correspondence

- Lions Bay Beach Park washroom maintenance concerns expressed.
- Lions Bay Bird Friendly - Thank you to the Village for their support in the voting in of the official Village Bird.
- Proclamation of National Drowning Prevention Week.

Moved by: Councillor Cunliffe

Seconded by: Councillor Broughton

THAT, the Council of the Village of Lions Bay, do hereby proclaim July 20th-26th, 2025 National Drowning Prevention Week in Lions Bay, British Columbia, and do commend its thoughtful recognition to all citizens of the Village of Lions Bay, British Columbia.

CARRIED

14. New Business

- none

15. Public Questions and Comments

Question from Dierdre Bain: How much was the new bylaw enforcement vehicle (truck)?

Staff to report back with the cost.

16. Adjournment

Moved by: Councillor Broughton

Seconded by: Councillor Cunliffe

THAT the Council Meeting of June 17, 2025, be adjourned.

The meeting adjourned at 8:11 PM

CARRIED

Mayor

Corporate Officer

Date Adopted by Council: July 22, 2025
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