

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, APRIL 19, 2010 at 1:00 PM
IN THE COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

Present: Mayor Brenda Broughton
Councillor Joanne Ronsley
Councillor Ruth Simons
Councillor Peach Akerhielm
Councillor Gordon Taylor
Treasurer Anne-Marie Koiner
Village Manager Rory Mandryk (recording)

1. Call to Order

Mayor Broughton called the Committee of the Whole Meeting of April 6, 2010 to order at 1:00 pm.

2. Approval of Agenda of the Committee of the Whole Meeting of April 19, 2010

Resolution

Moved by Councillor Taylor
Seconded by Councillor Akerhielm

Resolved that: Council approve the Agenda of the Committee of the Whole Meeting of April 19, 2010 with the following additions:

Item 5A: Legalization of Secondary Suites

Carried...

3. Adoption of Minutes of the Committee of the Whole Meeting of April 6, 2010

Resolution

Moved by Councillor Taylor
Seconded by Councillor Simons

Resolved that: Council adopt the Minutes of the Committee of the Whole Meeting of April 6, 2010 with the following changes:

Item 5A: sixth bullet should read, "Mayor Broughton advised that we are spending \$120,000 each year on interest for money borrowed, each year, on a debenture we have not fully spent".

Item 5F: Green Show: second paragraph should read, "Christina DeMarco suggested by the Mayor as the person for Councillor Simons to contact regarding this program."

Carried...

Mayor Broughton thanked the coordinators of the Volunteer banner. Mayor Broughton gave Council an update on the Incineration topic and advised that she had received lots of feedback, none in support of incineration but advised that public meetings will be held.

4. Unfinished Business

5. New Business

A. Legalization of Secondary Suites

Councillor Ronsley gave a presentation to Council and the following points were discussed:

- Fines to be covered in the In Camera meeting,
- Parking is a major issue, goal should be to improve parking situation,
- New suites in existing buildings would be required to provide at least one additional off street parking space,
- Parking spaces 4 versus 3, the majority of municipalities have requirement for 3,
- No parking passes and require all tenants to be off street,
- Councillors Ronsley, Akerhielm & Simons agreed that an additional parking pass should be made available for a tenant but will be charged for rather than provided free,
- Grandfathering Carriage Houses – would still not be legal,
- Size of suites maximum is 968 square feet or 40% of the gross floor area, whichever is less,
- 'Bed and Breakfast' units are not included in this bylaw, municipalities ban legalized suites changing into Bed and Breakfasts,
- Definition of a Bed and Breakfast and/or vacation rental will be described as not having kitchens/stoves at a later date,
- What is the Bylaw that regulates Bed and Breakfasts in West Vancouver that our Bylaw for legalization of suites is based on? Councillors Ronsley and Akerhielm to investigate,
- Grandfathering of current suites when more than one in a household? Current plan – no,
- Will there be time to wind the suites down? Suggestion of one year time frame to shut second suite down,
- What is the horizon of the fees? No charge in 2010, first charge would be in February of 2011,
- When is a suite not a suite? Cooking facilities are defined in the current bylaw that describes right down to a microwave. A suite is a contained set of rooms that contains cooking facility and a bathroom,
- Make data base on secondary suites available to ESS/Fire/Search and Rescue,
- Registered professional vs Village's Building Inspector utilized for investigating suites, (Dave's experience from Burnaby to be incorporated into presentation.)

- Discussion around putting a new suite into a building versus modifying an existing suite,
- Utilizing a graduated process to have all suites comply?
- In order to register an existing suite the homeowner would have a check list for life safety issues,
- Shifting the tax burden to all the residents. Paying additional monies for utilities surcharge should result in less likelihood of having to raise taxes across the board for all residents. Additional monies brought in will help in offset the costs for all residents,
- Utilize the wording ‘surcharge’ as the reference for any additional monies coming in from legalizing suites.

Mayor Broughton thanked Councillors Ronsley and Akerhielm as well as staff for all the work put into this presentation.

B. Five Year Financial Plan (2010–2014)

Treasurer Anne-Marie Koiner presented the updated Five Year Financial Plan 2010–2014 and the following comments were discussed:

- Parcel taxes were calculated from 2011 onwards for water and sewer to replenish reserves,
- Councillor Simons championed discussion around Reserve Funds and how we access the Reserve Fund,
- The Reserve Fund has been building year over year,
- Bylaw doesn’t state what amount the Reserve should be or what guidelines we should be holding funds for,
- Are we unduly withholding support for the Village residents whereby we could utilize the funds?
- Of the \$541,000, - \$377,000 was from the sale of land, which has more restrictive practical use,
- We should establish what are our liabilities are, ie employee salaries, etc. per year,
- Our cash flow comes primarily in July but during the first six months of the year we use as a cash flow to finance the operations of the Village,
- Bylaw 81 references ‘Reserve Fund’ and governs line 12 – Changing name to Surplus and Reserves,
- Page 2 Financial Plan General Operations – last line of general operating fund, the last line of expenditures we should just show an internal transfer rather than moving all in/out,
- \$140,000 from Reserves includes from our 2010 provisional budget, we have said we plan to maximize our grant revenues – expenditures that would not occur if we did not receive the grants?
- JEPP grant we did not receive.

Mayor Broughton thanked Treasurer Anne-Marie Koiner for all her hard work on the Five Year Financial Plan.

C. Anti-HST Petition

No discussion as it was discussed at the last meeting that Council would not be formally advocating for or against this legislation.

D. Lions Bay Beach Park Signage

Council discussed what should be on the signage specifically the “Members Only” portion referencing that Lions Bay residents parks/beaches are not subsidized by local government.

It was recommendation that the new sign should not reference “Members Only”.

E. Lions Bay Telephone Directory

Information for an updated Lions Bay Telephone Directory to be compiled by Village Office staff. This work will be done over the summer when additional help will be brought in.

A request for interest to produce the Lions Bay Directory will be put out to residents in the next Village Update.

F. Backyard Burning by Residents

The Village Manager read a response from the Village’s lawyer. It was agreed that Fire Chief Andrew Oliver be requested that he would need to let us know what the exception is in order to allow residents to burn beyond April 15, 2010.

Councillor Simons suggested that Council needs to resolve that backyard burning should be banned due to health reasons.

Councillor Simons to bring back more information in this regard.

6. In Camera

Resolution

Moved by Councillor Akerhielm

Seconded by Councillor Ronsley

Resolved that: Council move In Camera to discuss matters.

Carried...

Revert Back to Open Session

Resolution

Moved by Councillor Taylor
Seconded by Councillor Akerhielm

Resolved that: Council revert back to the Open Session of the Committee of the Whole Meeting of April 19, 2010.

Carried...

7. Adjournment of Committee of the Whole Meeting of April 6, 2010

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Taylor

Resolved that: Council adjourn the Committee of the Whole Meeting of April 19, 2010 at 2:40 pm.

Carried...

Mayor

Village Manager