

**COMMITTEE OF THE WHOLE MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON MONDAY, JUNE 7, 2010 at 1:00 PM
IN THE COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

MINUTES

Present: Mayor Brenda Broughton
Councillor Peach Akerhielm
Councillor Joanne Ronsley
Councillor Ruth Simons
Accounting Clerk Hayley Cook (recording)
Office Manager Jeff Dann
Public Works Manager Chuck Partridge

Regrets: Councillor Gordon Taylor
Village Manager Rory Mandryk
Treasurer Anne-Marie Koiner

1. Call to Order

Mayor Broughton called the Committee of the Whole Meeting of June 07, 2010 to order at 1:02pm.

2. Approval of Agenda of the Committee of the Whole Meeting of June 7, 2010

Resolution

Moved by Councillor Akerhielm
Seconded by Councillor Ronsley

Resolved that: Council approve the Agenda of the Committee of the Whole Meeting of June 07, 2010 with the following additions:

5C to go In Camera
5I - Divers and the Underwater Council
5J - E-Posts and Communications

Carried...

3. Adoption of Minutes of the Committee of the Whole Meeting of May 31, 2010

Resolution

Moved by Councillor Ronsley
Seconded by Councillor Simons

Resolved that: Council adopt the Minutes of the Committee of the Whole Meeting of May 31, 2010 with the following changes:

5A Centennial Trail Signage Paragraph 4 should say: “Councillor Simons advised that the Village Office should research and bring back some options for the signage.”

Page 3, Paragraph 3 should say: “Public Works Manager Partridge advised that a standard kind of street sign costs \$26”

Page 7 FCM Update, Paragraph 2 should say “...the main themes were of Climate Change, mitigation and adaptation for communities and lowering their carbon footprint. There was also discussion regarding the increase in the frequency and severity of fires and floods and how many more catastrophic events there seem to be.”

Carried...

4. Unfinished Business

5. New Business

A. Secondary Suites Meeting Report, May 29, 2010

Councillor Akerhielm advised that the notes from the meeting on May 29, 2010 had been emailed around.

The Report is to be presented at the regular Council Meeting.

B. Community Centre – Public Meeting May 19, 2010

Council commented that the minutes from the Community Centre Public Meeting from May 19, 2010 should be in the council package.

Mayor Broughton advised Council that Kevin Pike is presenting to the Regular Council Meeting on June 21, 2010 regarding the Community Centre and Raymond Penner is presenting to the Committee of the Whole Meeting on June 21, 2010 regarding the Age-Friendly Housing Survey.

C. Secondary Suites – Administrative Policy

Mayor Broughton suggested that the Policy Draft presented misses the issue of families in Secondary Suites.

Councillor Akerhielm advised that it had not been included as Council are still going back and forth on this issue.

Mayor Broughton suggested that it be discussed at the Regular Council Meeting.

Councillor Simons advise that she feels strongly that families and nannies should be exempt from any surcharge.

Councillor Akerhielm asked how that would be administered and suggested that arguments might be caused by exemptions as people might call in to the Office and suggest that a family member is not in fact in the suite and that this would be hard for the Village to follow up and enforce.

Council continued to discuss their various concerns regarding having exemptions from a surcharge on Secondary Suites and what these exemptions might include:

- Mayor Broughton advised that due to the economy and the fact that more children are staying home with their families we should make an exemption for this
- Councillor Simons suggested that Council needs to look at what is a “fair share” and suggested that family members renting a suite should not be charged a surcharge
- Councillor Akerhielm advised that she is on the fence on this issue but she would like to get to a point where Council are comfortable
- Councillor Ronsley advised that after meeting with West Vancouver, she was informed that they now have 77 suites registered and that the most a resident had spent on upgrades after a basic safety check was \$600. She advised Council that West Vancouver are finding that it is the Suite residents who are most concerned with safety check, not the suite owners
- Councillor Ronsley suggested that she has been hearing that a family or nanny contained in a Secondary Suite does cost the Village money and that having a nanny live in a suite is a tax write off for the property owner. She advised that some residents have said that there should be a charge no matter who is in the suite
- Mayor Broughton advised that the suggestion of a family occupying a suite impacting the Village in terms of cost has not been substantiated
- Councillor Simons advised that the amount that can be claimed on a tax return is capped and suggested that a nanny is part of the family. She advised that currently there are no childcare options in Lions Bay

- Councillor Simons suggested that Council look at what they are trying to achieve. The OCP is there as a guideline and suggests that there are more ways than this to make money
- Councillor Akerhielm suggested that administration becomes an issue when you have exemptions

The concept of a Secondary Suite Registry will be discussed In Camera.

Councillors Akerhielm and Ronsley advised that using the Utility Bill to show the surcharge makes sense as we already have that billing system in place.

Councillor Akerhielm advised that the charge may go on the Utility bill but that it is a proxy charge for other services as well.

Council continued to discuss the wording of the draft to recommend changes before circulation.

Councillor Simons suggested that having a second kitchen should not mean you are charged, nor should you be charged if you do not receive income from the Secondary Suite.

Councillor Ronsley suggested that the definition may need to be shortened.

Councillor Akerhielm advised that she is not set on charging a surcharge to those who receive no income from the Secondary Suite but suggested that it is hard to administer if they are, in fact, receiving payment.

Council agreed that Building Inspector Butler should be met with to discuss the permit process required for renovating an existing Secondary Suite.

Councillor Simons suggested that the definition of what constitutes a Secondary Suite is the key issue.

Councillor Akerhielm advised that they will have to talk of the finer details. She advised that Councillor Ronsley and herself will look at it again and bring the revised draft back for Council review and acceptance prior to sending it out to the community.

D. Review of Zoning and Building Bylaws

Mayor Broughton advised that the Review of Zoning and Building Bylaws would be moved to the Regular Council Meeting.

E. Parking Passes – further discussion

Councillor Akerhielm advised that if there are to be any changes made to parking that it needs to be done with as little change to the current situation as possible, as people are sensitive to this issue. There are currently 7 signs upon entry into the Lions Bay Avenue Beach Park.

Councillor Akerhielm advised that in trying to research why the No Overnight Parking signs had been installed on Lions Bay Avenue, they had not found anyone from previous Councils who knew.

Discussion took place as to whether or not the Day Parking Passes given out by the Marina should say "Parking until 10pm only".

Councillor Akerhielm advised that guest parking passes purchased by residents do not have a time limit for the day.

Councillor Akerhielm asked Bylaw Enforcement Officer Partridge to find out how many long term parkers from the Marina are on Village property on a long weekend and a regular weekend so Council can then talk to the Marina owner about his overflow parking. Currently the Village does not receive revenue for the long term overflow parking.

F. Centennial Trail Signage

Councillor Simons advised that she had hiked the Centennial Trail that morning and that the trail crew has done an incredible job. There are now 22 informational signs along the route created by volunteer Herb Johnson.

Councillor Simons offered thanks to John Dudley for all his hard work.

Councillor Simons advised Council that the large Nursing Log had fallen onto the trail during the last big storm and that the trail crew are talking about raising the tree back into place.

G. Cleaning out Beach Right-of-Way Accesses

Works Manager Partridge advised that his crew is currently short but that as soon as he has a full crew the work will be done. Two of the rights of way are to be cleared.

H. New Resident Welcome Package

Councillor Ronsley advised that she had been getting feedback from residents who had seen the package and that some had suggested that it could be more professional looking. She suggested giving it to someone with experience in graphic design.

Mayor Broughton suggested the new Office Manager, Jeff Dann, could assist.

Councillor Ronsley suggested speaking with Village Manager Mandryk to see if Office Manager Dann will have the time to do it.

Mayor Broughton suggested that it is positive that the Welcome Package is going out and that with the Welcome Package 'continuous quality improvement' will occur, concurred by Councillor Ronsley.

Councillor Simons advised that she had assisted the Chair of the Tree Committee with cleaning up a new Tree Committee document for the package.

I. Divers

Councillor Akerhielm advised that she has written up the notes from her correspondence with Paul Sims's and that she proposes that Council look at changing the bylaw clause related to diving in Lions Bay as it is not enforceable, and that they look at putting in a wall when the Village puts in the new Sewage Treatment at Kelvin Grove for the divers to go behind and change. In exchange for this the Underwater Council of BC are going to put up a code of conduct on their website, recommending a maximum of 4 or 6 divers at one time and advise Dive Schools not to go to Lions Bay.

Councillor Akerhielm advised that a draft of the code of conduct would need to be seen before it went up onto the website and that a joint press release could be put out once the draft was approved.

Mayor Broughton suggested not going through the press for this.

Councillor Akerhielm advised that she is bringing the diving clause back on the table and wants it taken out. It will be up to Council to turn it down if they would like to see the clause stay.

J. E-posts and Communications

Council commented that some of the E-Posts sent out by the Village Office are not being received by everyone. It was suggested that the Office look into who is on the list and make any updates needed.

Councillor Akerhielm advised that she had met with Treasurer Koiner who had advised her that the Post Office will now only do mail drops for 325 residents and they will not drop to the other mailboxes. In order to send out mail to all residents the mailings must include a name, address and stamp, therefore increasing the cost of all mailing considerably. Councillor Akerhielm advised that Council needs to look at what they are sending out and rationalize it.

Councillor Simons suggested that the Office work on a procedure sheet that spells out what it cost for a mail drop, what the village can and cannot do in terms of promoting events and have a list of guidelines for Council and volunteers to follow.

Mayor Broughton advised including our letterhead on all correspondence including e-posts.

Mayor Broughton asked Public Works Manager Partridge to do all cleaning up and weeding of the Village Office landscaped area, in particular to pay attention to the central areas of the Village that are viewed by all residents, on Mondays. The comment was inspired by the Communities in Bloom Bookmark that had been given out at the Green Show which identified tidiness as a top priority in its program.

Councillor Simons asked if Council had resolved to participate in the Communities in Bloom Program.

Mayor Broughton and Councillor Ronsley advised that Council had not resolved to participate but that the process of moving forward had begun. They advised that the program would be brought forward to the 2011 budget planning.

6. In Camera

Resolution

Moved by Councillor Akerhielm
Seconded by Councillor Ronsley

Resolved that: Council move In Camera to discuss matters.

Carried...

7. Adjournment of Committee of the Whole Meeting of June 7, 2010

Resolution

Moved by Councillor Akerhielm
Seconded by Councillor Ronsley

Resolved that: Council adjourn the Committee of the Whole Meeting of June 7, 2010 3:15pm.

Carried...

Mayor

Village Manager