

**REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON MONDAY, JUNE 21, 2010 at 7:00 PM
IN THE COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

MINUTES

Present: Mayor Brenda Broughton
Councillor Peach Akerhielm
Councillor Joanne Ronsley
Councillor Ruth Simons
Councillor Gordon Taylor
Village Manager Mandryk
Office Manager Jeff Dann
Treasurer Anne-Marie Koiner
Accounting Clerk Hayley Cook (recording)

1. Call to Order

Mayor Broughton called the Regular Council Meeting of June 21, 2010 to order at 7:00pm.

2. Approval of Agenda

Resolution

Moved by Councillor Akerhielm
Seconded by Councillor Taylor

Resolved that: Council approve the Agenda of the Regular Council Meeting of June 21, 2010.

3. Public Participation

Lisa Turpin brought to attention the Minutes of June 07, 2010 page 5, regarding long-term parking on Municipal Land.

Councillor Akerhielm advised that Council was not taking any action until they have spoken to the owner of the Marina, Ken Wolder.

Mr. Wolder advised Council that he keeps records of all parking tickets sold through the Marina. He advised that he had tried to encourage Council in the past to take over the tickets by putting a machine up but that it was not worth it for the Village.

Mr. Wolder informed Council that 90% of the long-term tickets he sells are for the Daybreak Bible Camp and that his customers are guaranteed parking in the Marina Parking Lot.

Councillor Akerhielm suggested sitting down and meeting with Mr. Wolder to discuss parking once Council has the results of Bylaw Inspector Partridges findings regarding overflow parking.

Councillor Simons advised that the comments in the last meeting were in regards to people with Marina only passes, parking on Municipal land, which they are not supposed to do.

Mr. Wolder advised that he informs his customers that they are not to park on resident parking only areas and that if the Bylaw Enforcement Officer sees them parking, he should ticket them.

Mr. Wolder suggested he sit down with the Bylaw Enforcement Officer and show him the different passes so he knows what to look for.

Councillor Simons suggested there had been some discussion in the past about providing an accessible parking space for Beach parking at the Marina.

Mr. Wolder advised that there is no space but that he has no problem with people unloading there.

4. Delegations

5. Adoption of Minutes

Resolution

Moved by Councillor Taylor
Seconded by Councillor Akerhielm

Resolved that: Council adopt the Minutes of the Regular Council Meeting of June 7, 2010 with the changes already made.

Carried...

Councillor Simons commented on the changes to the Parcel Tax on page 5, that there is a shift in user fees to land owners, not water fees, just the parcel tax.

A. Regular Council Meeting of June 7, 2010

6. Business Arising from the Minutes

7. Unfinished Business

A. Secondary Suites

Councillors Ronsley and Akerhielm advised that the Draft Policy in Enforcing and Administration has had changes made to it and they would like to send it out.

Council moved the notes made from the meeting between the Board of Variance Members, Mayor Broughton and Councillor Simons regarding legal issues to the In Camera meeting.

It was discussed that the Board of Variance had thought of parking as an issue but once clarified; they felt content, given that people will still have to come before the Board of Variance and they will be able to make suggestions regarding parking spots.

Councillor Simons suggested that the conversation regarding exemption of families and nannies, and the method of billing be brought forward. She suggested that there had not been enough time to continue the conversations regarding the draft policy.

Councillors Akerhielm, Ronsley and Taylor do not agree with the exemption of nannies.

Councillor Simons advised she does want nannies to be exempt. She advised there is a division in the community regarding this issue. Mayor Broughton suggested looking toward the Official Community Plan that stresses supporting the community recommends that Secondary Suites with renters would pay the surcharge, not family, caregivers or nannies not paying rent.

Council discussed the definition of a family in the zoning bylaw and recommends that it be consistent in all documents. It was raised that whether or not a family consists of a bloodline or immediate family only, could be challenged if the definition is not clear. Council will pose the question to legal Council.

Treasurer Koiner clarified that the utility billing, which is the proposed method of collecting the surcharge for Secondary Suites, covers January 01 to December 31, and notices go out in February. The billing rates have to be passed by Council in January. Treasurer Koiner asked for clarification that Council are proposing another item of Secondary Suites to go on the bill.

Councillor Akerhielm advised that the bill will look like the Home Owner Grant Application; tick here if you have a Secondary Suite, tick here if unoccupied or family, if in this situation you pay this, otherwise you pay that.

Treasurer Koiner asked how it would show up if someone does or does not have a Secondary Suite.

Councillor Akerhielm advised that she and Councillor Ronsley would work with the Village Office Staff to design a form for the Secondary Suites surcharge. In the first year, it will show up that everyone has a surcharge and a resident will have to say that they *do not* have a suite, to be exempt from the surcharge.

The question of how this process is going to be enforced was asked and it was answered that the onus will be on the homeowner; follow ups will happen on a complaint basis. Treasurer Koiner expressed her concerns regarding enforcement of this issue.

Mayor Broughton requested that Councillor Akerhielm follow up with other municipalities to see what their administration policy is on this, and report at the Council Meeting on July 5, 2010.

Council continued a discussion regarding the administration of the billing process, with the complaint process to be discussed In Camera.

Councillor Simons suggested that there is a greater amount of comfort around coach houses than Council had thought.

Councillors Akerhielm and Ronsley suggested that is a separate issue from the Zoning Bylaw.

Council agreed that suggestions made by Mr. Penner regarding the results of the Age-Friendly housing survey should be looked at later.

Councillor Akerhielm advised that if a resident makes a false statutory declaration on the Utility Billing they would be charged and may be fined.

Councillor Ronsley asked if the Village has ever checked a Home Owner Grant Declaration.

Treasurer Koiner advised that she has written three letters asking for proof and suggested that this will be the longer part of the administrative task.

Councillor Simons advised that Building Inspector Butler has requested that smoke alarms be a requirement.

Councillor Ronsley advised that that is in the Building Code and is not covered by the zoning bylaw.

Fire Chief Oliver advised that the Lions Bay Volunteer Firefighters are mostly in Secondary Suites and asked if there will be any breaks for them.

Mayor Broughton advised Fire Chief Oliver that there would not be any exemptions for Firefighters living in Secondary Suites.

Councillor Simons advised that when asking questions about the draft her purpose is to try to reduce areas after the fact that will be misinterpreted. Councillor Simons advised that she does not feel that enough people have read the words of the two documents and feels that it should be looked at thoroughly.

Councillor Simons advised that a Board of Variance Member had suggested that there needs to be on going dialogue on the issue as people start to get serious.

Councillor Ronsley advised that Councillor Akerhielm and she have been listening and researching and will go to the Public Hearing with an open mind and continue to listen and adjust. She feels confident that it will go well and re-assured Council that if they have missed something it is because they have not been contacted.

Mayor Broughton suggested that Council remain curious and that the Secondary Suites Bylaw wording is 'proposed' up until the moment it is passed, thus changes can be made to it based upon input or further information.

Councillor Ronsley added that it is the responsibility of Mayor and Council to get the message out and that nothing is cast in stone.

Councillor Simons suggested that she is offering constructive comments, not trying to subvert the process.

8. Reports

Resolution

Moved by Councillor Taylor
Seconded by Councillor Akerhielm

Resolved that: Council received the reports of June 21, 2010.

Carried...

A. Administration

i) Recommendations from Committee of the Whole Meeting of June 21, 2010:

Move Secondary Suite discussions In camera.

ii) Village Manager's Update Report

Concern over the condition of how the UV Treatment Plant site was left – work to start in July.

Councillor Simons advised the Village Manager of concerns over the state of the road. Village Manager Mandryk will look into it.

Village Manager Mandryk advised that the re-surfacing of the tennis court has to wait for 10 good days of sunshine but the fence will be put in on June 22, 2010.

In regards to the Court Connector Trail, Village Manager Mandryk advised that the pathway has to be re-grown and that Mr. Dudley is redefining a pathway.

Councillor Simons suggested the need to relay this message back to the community, as residents may think it is being left as it is now.

Mayor Broughton suggested creating a movable sign that could be moved and re-purposed elsewhere when needed.

Village Manager Mandryk advised that the water pipe is to remain on the surface and that the water problem has been dealt with.

Councillor Simons advised that she found a notice face down on the ground advising residents not to swim at the Kelvin Grove Beach.

Mayor Broughton and Council were unaware of the notice about no swimming and asked that in the future they are informed immediately of any variance to do with water or sewage.

Village Manager Mandryk advised that the parts for the Sewage pump have been ordered.

Council discussed the need for a communication protocol with notices and signage looking all the same.

iii) RCMP: Lions Bay Activity Report & False Alarm Report; May 2010

B. Treasurer

i) Monthly Reporting

Treasurer Koiner advised that she will do the reports monthly and present at the second Council Meeting of the month.

Treasurer Koiner advised that the reports show the full budget for the year and the revenues and expenses for the year to date.

Village Manager Mandryk advised that the beach float is repaired and will be installed when the Village gets a diver to do the work.

C. Fire Chief

i) Lions Bay Activity Report

- All firefighters have completed the training
- A first responder course will be taken over the Long Weekend. It runs for 43 hours
- One fire fighter is being trained to FR3 so he can train in house in the future
- Rope training begins where the bus extrication took place
- Squamish Fire Department said the Lions Bay Fire Rescue performed a textbook recovery at a big MVA recently
- Fighters' Day to be held the 2nd weekend in September
- Advanced driving operator being offered to Lions Bay homeowners only
- 3 donations received including \$1000 from the West Van Lions Club

Councillor Simons suggested coinciding a fire safety week with Secondary Suites and asked about training staff to be volunteer firefighters.

Fire Chief Oliver advised that the Fire Department has had fire safety weeks in the past and that they do fire safety with the kids at school. He advised that there is currently a Public Works Crew member who is a volunteer firefighter.

Mayor Broughton inquired about any progress with funding.

Fire Chief Oliver advised that the Firefighters call for a PEP number on all call-outs, wherever it is and that he has met with the Fire Chief in North Vancouver and discussed the potential of providing funding to Lions Bay for training firefighters who go into a career in the North Shore.

D. Public Works

i) Public Works Department Update

- Decals for the recycling bins to be done by Public Works this week
- List of Doggie Bag Dispenser locations to be given to Public Works Manager Partridge so he can assess the condition and see if any more are required
- Public Works have connected with the Invasive Species Task Force

Mayor Broughton advised that she has noticed a new initiative for ditches and culverts in West Vancouver that are very attractive and do not require pouring cement.

E. Mayor & Council

- i) Mayor Broughton – Portfolio Report

Office Manager Dann is to pick up the Citizen of the Year Plaque the following week.

Mayor Broughton advised that Council had talked of other acknowledgements that may be made on Canada Day.

Mayor Broughton advised that the Sound Wall construction will take place between 07:30 am and 5:00 pm. Tyam Construction would have to apply for longer work hours.

Mayor Broughton advised that they hope the North Side of Alberta Creek Bridge trail is to be completed by Tyam and that Tyam will give the Village a price on the South Side while they have the equipment in place.

Mayor Broughton advised that the words to go on the Centennial Trail signs were completed.

- ii) Councillor Akerhielm – Portfolio Report

- iii) Councillor Simons – Portfolio Report

Councillor Simons advised that she went to the drop in playgroup and offered a suggestion that the seniors' guild and playgroup might get together for the seniors to read to the playgroup. Councillor Simons passed this suggestion to Councillor Akerhielm to bring forward to the Seniors Guild.

- iv) Councillor Ronsley – On Table – Sea to Sky Invasive Species Council

Councillor Ronsley submitted a report on the meeting she attended at the Whistler Public Works Yard for the Sea to Sky Invasive Species Council.

F. Committees & Task Forces

Resolutions

Moved by Councillor Taylor
Seconded by Councillor Ronsley

Resolved that: Council accept the minutes of the following meetings:

- i) Seniors and Associates Guild Meeting Minutes March 3 2010
ii) Seniors Guild Meeting Minutes December 9 2009
iii) Public Art & Design Task Force Minutes June 2, 2010

Carried...

9. Resolutions

Moved by Councillor Taylor
Seconded by councillor Akerhielm

A. Council resolve to:

- a) Retain the service of a facilities planner/programmer in order to conduct a Community Centre quantitative survey as a next step in the planning; and
- b) To continue activities as outlined in the Community Centre Task Force's Term of Reference.

Carried...

Moved by Councillor Taylor
Seconded by councillor Ronsley

Council resolve that:

The Planning Grant that has been awarded to the Village of Lions Bay for the 'Study of Potential Green Infrastructure Elements, New Community Centre', to be used to hire a consultant to assist with the next steps to be taken by the Community Centre Task Force. This funding is for a total of up to \$10,000, with a Provincial contribution of up to \$7,500, and a Village contribution of up to \$2,500. These funds are in the 2010 budget.

Carried...

10. Bylaws

11. Correspondence

- A.** List of Correspondence to June 18, 2010

Resolution

Moved by Councillor Taylor
Seconded by Councillor Akerhielm

Resolved that: Council received the List of Correspondence up to June 18, 2010.

Carried...

Council commented that the goal is to communicate back to all Lions Bay correspondence.

Letters received regarding the issue of Secondary Suites are replied to with a thank you letter from the Village Manager.

Council discussed replying to a letter received at the last Council Meeting On June 7 from Jim Sinclair regarding the potential increase of the minimum wage in British Columbia.

Correspondence 19 – Excellent idea aimed at educating youth on recycling – Councillor Simons would like the correspondence.

12. New Business

- A. Tree Committee Report for Neville Abbott #14
- B. Tree Committee Report for Sheldon Goldberg #15
- C. Tree Committee Report for Mr and Mrs Duve #16
- D. Tree Committee Report for Carol Langley #17

Councillor Taylor advised that all the applications had been completed tonight, apart from clarification being needed for one.

E. Review of the Zoning and Building Bylaws

Councillor Akerhielm advised that the Village Manager is to call Council and the Board of Variance to discuss building and zoning bylaws and that there is \$15,000 to spend this year on this issue.

Council discussed the need for further review of the building and zoning bylaws right now and agreed that there is a general feeling that there is a lot going on in the Village. The need for the issue to move forwards was raised but it was decided to take it slowly and not create a task force but instead start discussions between the Board of Variance and the Building Inspector with a Council member being present to hear their comments.

13. In Camera

Resolution

Moved by Councillor Taylor
Seconded by Councillor Ronsley

Resolved that: Council move In Camera to discuss matters.

Carried...

Council announced that they have resolved to purchase a mower for the Public Works Department following the Green Policy and that Village Manager Mandryk has been assigned as Chief Corporate Officer.

14. Adjournment

Resolution

Moved by Councillor Taylor
Seconded by Councillor Simons

Resolved that: Council adjourn the Regular Meeting of June 21, 2010 at 10:12pm.

Carried...

Mayor

Village Manager