

**COMMITTEE OF THE WHOLE MEETING
OF THE COUNCIL OF THE VILLAGE OF LIONS BAY
HELD ON MONDAY, DECEMBER 06, 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
Village Manager Rory Mandryk
Treasurer Anne-Marie Koiner
Accounting Clerk Hayley Cook (recording)

Regrets: Councillor Gordon Taylor
Public Works Manager Chuck Partridge

1. Call to Order

Mayor Broughton called the Committee of the Whole Meeting of December 6, 2010 to order at 1.00pm

2. Approval of Agenda

Resolution

Moved by Councillor Akerhielm
Seconded by Councillor Ronsley

Resolved that: Council approve the Agenda of the Committee of the Whole Meeting of December 6, 2010 with the following additions:

4B Budget
5D Lamp Post for Banners

Carried...

3. Adoption of Minutes of the Committee of the Whole Meeting of November 15, 2010

Resolution

Moved by Councillor Akerhielm
Seconded by Councillor Ronsley

Resolved that: Council adopt the Minutes of the Committee of the Whole Meeting of November 15, 2010, with the following changes:

Page 2, 4A should say "Village Manager Mandryk is to prepare the Special Area Tax Bylaw."

Page 2, 4A, final paragraph to say "BC Hydro has advised that the home owner's metre bases can be lined up with the property locations that are currently being used for utilities."

Page 3, 5E should say "2010 Centennial Trail"

Residents have been asking Councillors when the other areas of Lions Bay might be able to get underground wiring. The research that has been done by Council has given them an understanding the Special Area Tax and has meant that the utility providers will now have a package to present for any future projects.

It was noted that a feather style banner for the Lions Bay 40th Anniversary celebration would cost \$550.

Carried...

4. Unfinished Business

A. Secondary Suites Surcharge – Method of Collection

Council agreed to call the money collected from residents who have a Secondary Suite a "surcharge". Two resolutions regarding the collection of the surcharge are to be put forward at the Regular Council Meeting. The surcharge will be a flat rate determined each year. There will be no reference to the surcharge coming from 40% of the utility charge. At the end of March when the utility bills are paid by residents, the residents will have to sign a statutory declaration saying they do not have a Secondary Suite, or that the Suite is occupied by family, otherwise the surcharge will apply. If the amount remains unpaid, it will appear on the home owner's property tax statement as unpaid utilities. After December 31, 2011, interest will be charge on any amount unpaid. Information pertaining to the surcharge will be in the brochure that gets sent out with the property tax notices.

The form with the statutory declaration will be accepted by fax, mail, hand delivery or email via PDF. It was noted how important communicating to the property owners the need to sign the form is, if they do not wish to pay the surcharge.

B. Budgets – Move after New Business

Accounting Clerk Cook was excused for the budget portion.

5. New Business

A. Microphone set-up and Use Policy

Council discussed the need for a policy to govern the use of microphones by speakers at public meetings. A motion for this will be put on the evening's meeting as item 10F.

B. Officer Bylaw - Job Description – Village Manager and Treasurer

The draft will be reviewed by Council before discussion at the Regular Council Meeting. The job description is a schedule A, the Bylaw is ready for 1st and 2nd reading.

C. Village Office Board signage

Public Works Manager Partridge has made a new sign to advertise Public Meetings. A permanent sign was discussed, potentially to go on the fence opposite the Village Office. The Office will work with the Public Art and Design Taskforce on this.

D. Lamppost for Banners

Locations for the Anniversary banner were discussed; the banner poles from the bridge near the Office have been taken down and are not permitted there, the one on the on-ramp is alright, as is the south bound off-ramp. It was suggested that the pole could be placed above the old Lions Bay sign. The area is currently overgrown but could be cleared.

6. In Camera

Resolution

Moved by Councillor Akerhielm
Seconded by Councillor Ronsley

Resolved that: Council to move In Camera.

Carried...

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

Resolution

Moved
Seconded

Resolved that: Council adjourn the Committee of the Whole Meeting of December 6, 2010 at 3:30pm.

Carried...

Mayor

Village Manager