



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, JULY 28, 2020 at 7:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY
AND VIA ZOOM VIDEO CONFERENCE**

Please register in advance for this meeting:

https://us02web.zoom.us/meeting/register/tZlsce2rrDoiGtBD2FrvtAYbbMK7U7UDZF_s

Once registered, to access the meeting by Computer, Tablet, or Mobile Device,
click the following link: <https://us02web.zoom.us/j/86164321804>

(When prompted, please download Zoom to your device
prior to the meeting if you don't already have the program).

You can also phone in from your landline phone or mobile phone by
dialing 1-778-907-2071 and entering the Conference ID: 861 6432 1804

AGENDA

1. **Call to Order**
2. **Adoption of Agenda**
3. **Public Participation (2 minutes per person totalling 10 minutes maximum)**
4. **Public Delegation Requests Accepted by Agenda Deadline (10 minutes maximum)**
 - A. Jorge Graham – Encroachment Request for 61 Brunswick Beach Road (page 7)
5. **Review & Approval of Minutes of Prior Meetings**
 - A. Regular Council Meeting – June 23, 2020 (page 9)
THAT the Regular Council Meeting Minutes of June 23, 2020 be approved, as circulated.
 - B. Special Council Meeting – June 30, 2020 (page 25)
THAT the Special Council Meeting Minutes of June 30, 2020 be approved, as circulated.
6. **Business Arising from the Minutes**

7. Unfinished Business

A. Follow-Up Action Items from Previous Meetings

#	Meeting Date	Description of Action Item	Action
104	September 17, 2019	Unfinished Business: Speeding on Sea to Sky and noise	Mayor McLaughlin and CAO DeJong are in communication with the Province
127	May 5, 2020	Options for Electronic Building Submissions	CAO DeJong – nothing to report
136	June 23, 2020	Request to have table plan set up in the Chamber and that staff adhere to strict distancing measures	Staff to provide overview
137	June 23, 2020	G1: J. Morra re parking ticket complaint	Mayor McLaughlin to respond
138	June 23, 2020	G2: Metro Vancouver Mayors' re Local Government Support with Provincial Government	Mayor McLaughlin to respond
139	June 23, 2020	R1: K. Dyer re toilet facilities	Mayor McLaughlin to respond
140	June 23, 2020	R2: C. Bradbury re parking	Mayor McLaughlin to respond
141	June 23, 2020	R3: A. Dudley & E. Lofgren re parking for hikers	Mayor McLaughlin to respond
142	June 23, 2020	R4: Y. Godoy-Toku re parking	Mayor McLaughlin to respond
143	June 23, 2020	R5: N. McKenzie re Village reopening plans	Mayor McLaughlin to respond
144	June 23, 2020	R6: S. Jones re toilet facilities	Mayor McLaughlin to respond
145	June 23, 2020	R7: R. Meiklejohn re 61 Brunswick Beach	CAO DeJong to bring back an encroachment application

8. Reports

A. Staff

i. CFO: Annual Report (page 29)

Staff Recommendation:

THAT pursuant to section 99 of the *Community Charter*, Council has considered the Annual Report prepared under section 98 of the *Community Charter*, and any oral and written submissions and questions from the public.

ii. CFO: 2019 Statement of Financial Information (page 95)

Staff Recommendation

THAT Council approve the 2019 Statement of Financial Information for submission to the Ministry of Municipal Affairs and Housing; and

THAT the 2019 Statement of Financial Information be made available for public inspection.

iii. CFO: 2020 Preliminary Mid-Year Review (page 103)

Staff Recommendation:

THAT the report “2020 Preliminary Mid-Year Review” be received for information purposes.

iv. CAO: Brunswick Beach Parking Survey (page 121)

Staff Recommendation:

THAT the Information Report, “Results from the Brunswick Beach Parking Survey” be received.

v. CAO: Encroachment Agreement for 52 Brunswick Beach Road (page 145)

Staff Recommendations:

(1) THAT Council approve the draft Encroachment Agreement dated for reference the 28th day of July, 2020 for the Licensee, Carl Lund and Nicola Lund;

(2) THAT staff instruct legal counsel to prepare a section 219 Covenant to incorporate the said Agreement into a registrable Land Title Office document;

(3) THAT the Mayor or Acting Mayor and the Chief Financial Officer be authorized to execute the Agreement and the Covenant.

vi. CAO: Encroachment Agreement for 61 Brunswick Beach Road (page 159)

Staff Recommendations:

(1) THAT Council approve the draft Encroachment Agreement dated for reference the 20th day of February, 2020 for the Licensee, Jorge Erdely Graham;

(2) THAT staff instruct legal counsel to prepare a section 219 Covenant to incorporate the said Agreement into a registrable Land Title Office document;

(3) THAT the Mayor or Acting Mayor and the Chief Financial Officer be authorized to execute the Agreement and the Covenant.

B. Mayor

i. Kelvin Grove Lot Rezoning

ii. Village Update Statistics

C. Council

D. Committees

- i. Trees, Views and Landscapes Committee Application #103 – 95 Kelvin Grove Way (page 189)

Committee Recommendation:

THAT the Trees, Views and Landscapes Committee recommends to Council THAT:

- a) The work described within the application may be carried out, subject to Council approval. The applicant understands the bird nesting clause.
 b) The applicant to permitted, in line with the village clause allowing re-trimming, to carry out this work in the future.
 c) The applicant must clean up and remove all associated debris for any and all of the above work.

E. Emergency Services

- i. RCMP Lions Bay Activity Report – May and June 2020 (page 199)

Staff Recommendation:

THAT Council receive the May and June 2020 RCMP Lions Bay Activity Report for information.

9. Resolutions

10. Bylaws

- A. 2020 Annual Tax Sale Deferral Bylaw No. 583, 2020 (page 201)

Staff Recommendations

(1) THAT the 2020 Annual Tax Sale Deferral Bylaw No. 583, 2020 be introduced, and read three times.

(2) THAT the 2020 Annual Tax Sale Deferral Bylaw No. 583, 2020 be adopted.

- B. Bylaw 584 – Fees Bylaw No. 497, 2016, Amendment Bylaw No. 584, 2020 (page 215)

Staff Recommendations:

(1) THAT Fees Bylaw No. 497, 2016, Amendment Bylaw No. 584, 2020 be introduced and read three times.

(2) THAT Fees Bylaw No. 497, 2016, Amendment Bylaw No. 584, 2020 be adopted.

11. Correspondence

A. List of Correspondence to July 23, 2020 (page 243)

THAT the following actions be taken with respect to the correspondence:

12. New Business

13. Public Questions & Comments (2 minutes on any topic discussed in this meeting)

14. Closed Council Meeting

Proposed topics for discussion in the absence of the public:

- A. ICIP Recreation Grant
- B. Awards

THAT the meeting be closed to the public on the basis of matters to be considered under the following sections of the *Community Charter*:

90 (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

- b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity;
- (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*;
- (n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2);

90 (2) A part of a council meeting must be closed to the public if the subject matter being considered relates to one or more of the following:

- 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;

Council does not anticipate reconvening the open meeting for any purpose other than to adjourn the meeting generally and report out if applicable.

[OR]

Council anticipates reconvening the open meeting to discuss the following item(s):

15. Reporting Out from Closed Portion of Meeting

16. Adjournment



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

DELEGATION REQUEST FORM

Please forward your Delegation Request Form to the Village Office by 12:00 pm, the Thursday prior to the regular Council meeting. Delegations may speak for a maximum of 10 minutes total.

Today's Date: July 23, 2020 Council Meeting Date: Tuesday July 28, 2020

SUBJECT OF DELEGATION I wish to speak before the Council regarding:

ENCROACHMENT REQUEST FOR 61 BRUNSWICK BEACH ROAD, LIONS BAY, VANZEO

SUPPORTING MATERIAL I will provide additional information in advance of the Council meeting: (by 12:00 pm the Thursday prior to the Council meeting so that the material can be included in Council package.)

[Empty box for supporting material]

ACTION. The specific action I would like Council to take is:

TO APPROVE AN ENCROACHMENT REQUEST AT 61 BRUNSWICK BEACH ROAD, LIONS BAY

NAME AND ADDRESS OF SPEAKER FOR THE DELEGATION:

Name: JORGE GRAHAM

Signature: [Signature]

Organization (if any): N/A

Address: 61 BRUNSWICK BEACH ROAD

Phone: 604-351-1180 Fax: _____

Email: limitededitionreality@hotmail.com

Note: A telephone number (where a message can be left with a person or voicemail), fax number or email address is required so that we can contact you in a timely manner.

Intentionally Blank



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, JUNE 23, 2020 at 7:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY
AND ELECTRONICALLY VIA ZOOM**

MINUTES

In Attendance:

Council: Mayor Ron McLaughlin
Councillor Neville Abbott (via video conference)
Councillor Fred Bain (via video conference)
Councillor Norm Barmeier (via video conference)
Councillor Jaime Cunliffe (via video conference)

Staff: Chief Administrative Officer Peter DeJong
Chief Financial Officer Pamela Rooke
Public Works Manager Nai Jaffer (via video conference)
Municipal Coordinator Karla Duarte (Recorder)

Delegations: 3

Public: 4

1. Call to Order

Mayor McLaughlin called the meeting to order at 7:15 p.m.

2. Adoption of Agenda

Moved/Seconded

THAT

- (A) item 9A Ministerial Order 192 Resolution be added; and
- (B) the agenda be varied to consider item 9A after item 4A; and
- (C) item 8Bi Dogs at Brunswick Beach; and
- (D) item 8Cii Canada Post; and
- (E) item 8Ciii Low Carbon Fuel Credit Program be added; and

THAT the agenda be adopted, as amended.

CARRIED

3. Public Participation (2 minutes per person totalling 10 minutes maximum) - None

4. Public Delegation Requests Accepted by Agenda Deadline (10 minutes maximum)

A. Craig Doherty, Lions Bay General Store and Café – Exception to Noise Bylaw

- Doherty presented his request for the exception to Noise Bylaw 283, pursuant to section 6(m), to allow for amplified music on the patio of the General Store and Café from July 1, 2020 to September 30, 2020 on weekends and public holidays, between the hours of 12pm and 9pm.
- C. Doherty asked Council support, noting that sales are down 20%, that last year was very successful, and that there is strata council support for the application.
- He noted that an expansion of the space to place picnic tables on the grass has already been granted for dispersed attendance. He noted that the guitarists will be at the southern end of the patio.
- He responded to questions regarding steps that will be taken in consideration of COVID-19, which include staff communication to patrons for physical distancing reminders; that at least one to two managers will be on the premises at any given time to ensure the policy direction.

Moved/Seconded

THAT Council grant an exception to Noise Bylaw No. 283, 1998 to allow for live amplified music on the patio at the General Store and Cafe on weekends and holidays from July 1, 2020 to September 30, 2020, between the hours of 12p.m. and 9p.m.

CARRIED

The agenda was varied to consider item 9A

9A. Ministerial Order M192 - Resolution for Council Meetings

CAO DeJong presented Ministerial Order M192 and summarized the resolution for Council Meetings.

Discussion ensued on:

- Village of Lions Bay doing well in terms of technology and other accommodations for the public
- Timeframe of resolution – stands until it is amended or rescinded
- Council procedure bylaw allows for up to 4 members of Council to attend electronically
- Resolution to ensure meetings are open, transparent and accessible
- The new normal and people’s comfort for attending meetings in small spaces
- Options for the future if larger audiences are desired
- Opportunity to learn and improve on environmental impacts in terms of commuting

Moved/Seconded

WHEREAS Province of BC Ministerial Order M192 requires that local governments undertake best efforts to allow members of the public to attend an open meeting of the council or body in

a manner that is consistent with any applicable requirements or recommendations made under the Public Health Act;

AND WHEREAS a council or body is not required to allow members of the public to attend a meeting if, despite the best efforts of the council or body, the attendance of members of the public cannot be accommodated at a meeting that would otherwise be held in accordance with the applicable requirements or recommendations under the Public Health Act;

AND WHEREAS if a council or body does not allow members of the public to attend a meeting, as contemplated above, then:

(a) the council or body must state the following, by resolution:

- (i) the basis for holding the meeting without members of the public in attendance;
- (ii) the means by which the council or body is ensuring openness, transparency, accessibility and accountability in respect of the meeting, and

(b) for the purposes of Division 3 [Open Meetings] of Part 4 [Public Participation and Council Accountability] of the Community Charter, the meeting is not to be considered closed to the public.

NOW THEREFORE the Council of the Village of Lions Bay resolves to use the following best efforts to achieve the requirements and intent of Ministerial Order M192 and meet the principles of openness, transparency and accessibility for open meetings while still adhering to Public Health Act requirements and recommendations:

1. Due to the size of Council Chambers, only 5 members of the public can be accommodated in the gallery at any open meeting of Council. Therefore, Council will continue to enable members of the public to attend and participate in Council meetings electronically in real time via the Zoom platform so that they can hear or watch and hear the open meeting proceedings.
2. In accordance with Procedure Bylaw No. 476, 2015, as amended (the “Procedure Bylaw”), members of the public can put matters before Council through Correspondence, Delegations, Public Participation, and Public Questions and Comments, either in person up to the maximum public occupancy of Council Chambers, or electronically on Zoom.
3. Agendas of all Council and Committee meetings will continue to be published in accordance with the Procedure Bylaw and posted on the official Municipal notice boards and on the Municipal website, with notices in the weekly eNewsletter, the Village Update, reminding the public that up to five (5) persons may attend the meetings in person in Chambers or how they can attend and participate electronically.

4. Minutes and audio recordings of Council meetings will continue to be available on the Municipal website and efforts will be made to add video recordings to the Municipal website archive.
5. Due to the space limitations of Council Chambers and the requirements for physical distancing, up to 2 or 3 members of Council and up to 2 or 3 members of staff (total 5 members of Council and staff) may attend a Council meeting in person. Generally speaking and at a minimum, the Mayor or alternate will Chair the meeting in person in Council Chambers along with the appointed recording secretary and an officer of the Municipality.
6. In accordance with the Procedure Bylaw, up to four (4) members of Council may attend a Council meeting electronically and, if necessary under Order M192, all five members of Council may attend the meeting electronically, along with the required staff in either case.
7. All open meeting Agendas and notices of meeting shall continue to include a link to access the meeting electronically on Zoom via computer or telephone and instructions for attending and/or participating in the meeting electronically will continue to be published on the Municipal website.
8. The Municipality will establish safe meeting policies and procedures for anyone attending Council meetings in person and will develop a Safety Plan for in-person meetings using the WorkSafeBC COVID-19 Workplace Safety Plan template. This information will be posted on the Municipal website for public information outlining the health and safety measures in place for open meetings (eg: limited occupancy, separate entry and exit doors, physical distancing, no attendance if symptomatic, hand sanitizer, cleaning and sanitizing protocols, etc.)
9. The Municipality will continue to seek expanded public subscription to the Village Update weekly eNewsletter to provide notices of important Municipal information, public meetings and community updates.
10. The Municipality will consider using additional engagement tools to enable the public to provide input outside of a meeting and will consider the use of alternative, larger locations both within and outside the Municipality for controversial topics or matters of greater interest, subject to technological requirements to enable the greatest degree of public participation.
11. The Council will generally seek to accommodate members of the public who wish to speak at a Council meeting near the beginning of the meeting and move related topics to follow shortly after, to the extent practicable.

12. The Municipality will provide for alternative meeting plans in the event of technical difficulties while striving to provide for a safe, secure, open, transparent and accessible Council meeting experience for both in-person and electronic participants.

CARRIED

5. Review & Approval of Minutes of Prior Meetings

Regular Council Meeting – June 2, 2020

The following amendments were identified in the June 2, 2020 regular Council meeting minutes:

- Page 8 of the minutes, item 8Aii, add “mid week, to the extent that it is feasible” to the end of the resolution.
- Page 10 of the minutes, item 8Civ, add “subject to Coastal Fire Centre campfire bans” to the first bullet point.

Moved/Seconded

THAT the Regular Council Meeting Minutes of June 2, 2020 be approved, as amended.

6. Business Arising from the Minutes

- A. Mayor McLaughlin requested that the CAO and Fire Chief continue dialogue on solutions and monitoring for Kelvin Grove Cliff Jumping and Fire Bans.
- B. Councillor Abbott provided an update regarding his advocacy for Canada Post Service levels

Audio: 00:32:55

7. Unfinished Business

- A. Follow-Up Action Items from Previous Meetings

#	Meeting Date	Description of Action Item	Action
104	September 17, 2019	Unfinished Business: Speeding on Sea to Sky and noise	Mayor McLaughlin and CAO DeJong are in communication with the Province
127	May 5, 2020	Options for Electronic Building Submissions	CAO DeJong – nothing to report
133	June 2, 2020	G2: Mayor Rob, City of Port Moody, requesting support for homelessness solutions and advocacy	Completed
134	June 2, 2020	R1: D. Miller re: parking	Completed
135	June 2, 2020	R1: Brigitta Shore re parking	Completed

8. Reports

The agenda was varied to consider item 8Aiii

iii. CAO: Filming Application for Lions Bay Beach Park

CAO DeJong presented the application for filming in Lions Bay Beach Park, noting the changes in review process due to park closures and industry timelines coming into Phase 3 of Restart BC.

G. C. VanDusen, location manager, noted:

- that there would be 20 more cars
- request to park along Lions Bay Avenue
- request to have washrooms open, if not they will bring their own
- circus off-site
- crew 30 people and restricted to one area
- Neighbours have contacted him and if they feel there is an impact, they can contact Mr. VanDusen and accommodate the questions or requests
- Responded to questions regarding neighbour impact: neighbour next door has offered driveway and they are willing to work with any neighbours
- Responded to questions regarding resident concerns and concerns about noise
- Responded to questions regarding compensation of neighbours

CAO DeJong summarized one concern that was received regarding noise and availability and contact information on the day of filming, noting that noise will only occur during the hours of 7 a.m. and 10 p.m. and maintained at a minimum.

D. Robson, production manager and producer, clarified that there is no generator and noted the type of equipment that would be used during filming.

Moved/Seconded

(1) THAT the film permit application for “Kite Festival of Love” be approved, subject to the following conditions:

- (a) Park Closure – Council implements a temporary policy to not enforce the existing park closure order against the applicant for the dates of June 25, 26, 29 & 30, 2020.
- (b) Parking – parking in the Lions Bay Beach Parking lot to be limited to approximately 4 work trucks including a generator, to be stationed as far away from the residences above as possible (additional generator to be stationed as close to the Beach Park as possible with efforts to be made to muffle the noise

from both generators) with no trucks or equipment blocking the CN control box at the entrance to the lot. There will be fifteen to twenty cars parked in the car park and along Lions Bay Avenue if overflow is needed;

- (c) Hours – to be in accordance with the schedule provided by the applicant in their letter;
- (d) Noise – exemption from Noise Control Bylaw No. 283, 1998, subject to all steps necessary being taken to minimize noise and disturbance to residents during both daytime and nighttime hours;
- (e) LBFR - access to all fire hydrants on Lions bay Avenue be kept free and clear for fire apparatus;
- (f) Fees –filming fees and parking fees to be in accordance with the fees under the current policy;
- (g) Neighbour notification – a neighbour notification letter in accordance with the filming policy be hand delivered to the affected residents on June 19th.

- (2) THAT the CAO be authorized to sign any filming permit or other incidental documentation.

CARRIED

A. Staff

i. Chief Financial Officer: Update on EV grant application

CFO Rooke provided an update on the grant application for the DC EV fast charger noting that the Village is not required to proceed with the application, should the expected funding not be received. She also clarified the percentage that the Village would be contributing and noted that it would not come back to Council if the required amount was more than 25%, as a decision has already been made.

Moved/Seconded

THAT Council authorize the Chief Financial Officer to sign the Proof of Funding letter for the Electric Vehicle and Alternative Fuel Infrastructure Deployment Initiative confirming that the Village of Lions Bay will contribute the amount of \$50,000 towards the Lions Bay Fast EV Charger project.

CARRIED

ii. Tides Canada changes its name to MakeWay

Moved/Seconded

THAT the Information Report, “Tides Canada changes its name to MakeWay” be received.

CARRIED

Audio: 1:00:43

iv. CAO: Request for Decision – Policy 20.04: Village of Lions Bay Strategic Plan for Re-opening Municipal Facilities and Increasing or Adjusting Municipal Services during the COVID-19 Pandemic

CAO DeJong presented an overview of the municipal policies necessary for adjusting municipal services during the COVID-19 Pandemic, noting WorkSafeBC standards and risk assessments in the workplace.

CAO DeJong noted that there is now direction from Vancouver Coastal Health (VCH) for appropriate sanitation protocols to maintain port-a-potties. He noted that there is the option of proceeding with an install at the Sunset trailhead and that the rental company would sanitize and restock once a week, which is the minimum requirement.

Discussion ensued on:

- Employees without paid sick leave: CFO Rooke noted that the Village offered up to two weeks of sick pay to employees without benefits and who were ill during the pandemic in order to encourage staying at home to not put others at risk.
- Key Performance Indicators, program monitoring and measurements
- Accountability and personal safety
- Sanitation for port-a-potty: sanitizer provided with the port-a-potty
- Interim Remote Working Policy: opportunity to evolve in the way we meet and commute to reduce fossil fuel consumption and become more efficient; policy could be further advanced – action could be a topic for the Climate Action Committee
- Suggestions to implement standard COVID question survey for employees to assess personal risks and reinforce behaviour
- Review of Workplace Safety Plan
- Council thanked CAO for work to date

Moved/Seconded

- (1) THAT Policy No. 20.04: Village of Lions Bay Strategic Plan for Re-opening Municipal Facilities and Increasing or Adjusting Municipal Services During the COVID-19 Pandemic be adopted;
- (2) THAT COVID-19 Interim Employment Policy No. 201.01 be adopted;

- (3) THAT COVID-19 Interim Remote Workplace Policy No. 20.03 be adopted; and
- (4) THAT Village of Lions Bay COVID-19 Workplace Safety Plan be adopted.

CARRIED

Audio 1:33:28

CAO DeJong provided an overview of the Village of Lions Bay Strategic Plan for Re-opening Municipal Facilities and Increasing or Adjusting Municipal Services During the COVID-19 Pandemic, noting:

- Methods of protection at office, traffic flow, and recommended reopening date
- Council Chambers risk assessment, occupancy limit and technology
- Possibilities for technology in Broughton Hall
- Cleaning schedule and signage

Discussion ensued on:

- Request to have table plan set up in the Chambers and that staff adhere to strict distancing measures
- Broughton Hall requires further consideration of user groups (most imminent facilities reviewed first) – will review user groups and agreements
- Use of metric system only for physical distancing

CAO DeJong continued to note:

- Klatt building and Public Works Yard plans underway
- Lions Bay Beach park, washrooms risk high, and mitigation strategies – cleaning and washroom management to be provided by marina staff and supplies provided by Village
- Volunteer Park Ambassador program idea
- Some of the Municipal Insurance Association Risk Management grant will go towards covering the cost of daily cleaning. They have confirmed that we can use a portion of that to reduce risks related to COVID-19.
- Three food trucks on July 1st. Challenging not to have washrooms open for that day.

PWM Jaffer noted that waste control frequency has increased to weekly and for July 1st, if cans are overflowing, can be stored in storage locker.

Discussion ensued on:

- Occupancy numbers for beach feel high
- Concern with volunteers' ability to enforce physical distancing
- Possible volunteer program: Other municipalities have commenced with a program
- Options for volunteers to notify bylaw officers or have a number to call public works or RCMP. Purpose to create welcome, kind and friendly atmosphere and through that kind of approach encourage physical distancing
- Program would require call for Expressions of Interest
- Physical Distancing formulas reviewed and staff feel that a maximum of 100 persons for park is a reasonably conservative number
- Clarification of the Public Health Officer directive of 50 people: depends on the space you have to work with. VCH letter – references gatherings of 50 people, subject to the facility being capable of handling more than 50 people, provided that the physical distancing rules can be met.
- Concerns about numbers at the beach
- Start somewhere; start conservative; assess and evaluate
- Signage and education: encourage people to leave instead of waiting for enforcement should they feel there is a high risk

CAO DeJong noted the following regarding the beach parking lot:

- Provided an overview of signage
- Occupancy limit and metering to help occupancy limit (governed by number of stalls)
- Provided an overview of the reopening analysis and recommended not to open beach parking lot until meters are installed for slower and gradual opening of beach park

Discussion ensued on:

- Enforcement and reopening capabilities
- Occupancy rate of beach park versus number of parking stalls
- Reasons and risks for reopening of the beach park and maintaining the parking lot closed
- Risk of children in park; won't physically distance

CAO DeJong provided an overview on:

- Kelvin Grove, including dog beach and washrooms, closed due to construction; no safe access to beach; recommendation that it remains closed

At 10:00 PM, the meeting was extended to 11:15PM

Moved/Seconded

THAT the meeting be extended to 11:15 p.m.

CARRIED

- Wade park, tennis court, and Marjorie Meadows occupancy limits and reopening recommendations
- Noted that there is hand sanitizer available at the tennis court

Moved/Seconded

THAT the Facility Re-Opening Plans attached to the Request for Decision report: Village of Lions Bay Strategic Plan for Re-opening Municipal Facilities and Increasing or Adjusting Municipal Services During the COVID-19 Pandemic issued for the June 23, 2020 Regular Council meeting ("This Report") be approved with the following provisions:

- (a) THAT Lions Bay Beach parking lot and CN lot remain closed
- (b) THAT the following facilities reopen: Village of Lions Bay office, Council Chambers, subject to fulfillment of re-opening requirements, Wade park, Lions Bay Beach Park, subject to maximum occupancy of 100, Tennis Court and Marjorie Meadows [already open].

CARRIED

CAO DeJong provided an overview on changes to parking on Oceanview and Mountain Drive. He noted the challenges and implications that are being cause by these changes and the parking changes recommended in the report.

Discussion ensued on:

- Changes on Oceanview and Mountain Drive
- Restricted area signage and allowance for visitor parking

CAO DeJong provided an overview on

- recommendations to opening Sunset Trailhead parking lot

- inclusion of port-a-potty
- confirmed that signage on Sunset will remain the same
- Brunswick Interchange parking areas recommendations
- Effects of parking closures
- Finding places to park to be less impactful to residents

Discussion ensued on:

- Historical closures in Brunswick Beach
- No obligation to provide parking for recreational enjoyment
- Access to beaches and trails, not obligated to provide parking but need to accommodate for less impact
- Concerns around parking at nudist beach
- Transit availability, park and ride lot, transit schedules remain the same
- Concerns around parking at Brunswick Beach area
- Concerns with the area managed by the Ministry of Transportation and Infrastructure
- Request to understand resident perspective in Brunswick Beach and Crystal Falls area

Moved/Seconded

THAT the parking changes recommended in This Report be implemented by staff, with the following provisions:

open sunset trailhead parking lot and install port a potty; not modifying current MoTI situation at Brunswick Interchange; staff to survey residents directly at Crystal Falls and BB regarding parking at interchange; school parking lot: can open on Friday; notice in VU re. parking changes.

CAO DeJong presented the concept for a Volunteer Beach Park and Trail Ambassador program

Discussion ensued on age of volunteer participants and susceptibility to COVID-19.

Moved/Seconded

THAT the program concept for Volunteer Beach Park and Trail Ambassadors be further developed and implemented by staff.

CARRIED

Cllr Abbott Opposed

B. Mayor

i. Dogs at Brunswick Beach

- Mayor McLaughlin noted the dilemma regarding dogs on Brunswick Beach
- Request to ask residents through the Brunswick Beach parking survey

C. Council

i. Councillor Bain: Update re. Emergency Trails for Evacuation Planning

Councillor Bain provided an update regarding concerns for emergency trails for evacuation planning, noting that some residents would be opposed to having trails at this time.

ii. Canada Post

Councillor Barmeier provided an update on Canada Post service levels, noting that Canada Post has shifted the pickup window from 1:45 PM to 5:45 PM and have arranged an agreement with the store for parcel pick up.

iii. Low Carbon Fuel Credit Program

Councillor Barmeier provided an update on the Low Carbon Fuel Credit Program and that a draft Expression of Interest has been developed in relation to the proposed EV charger infrastructure. Councillor Barmeier to provide draft and reference materials to CAO to review and submit if appropriate. CAO DeJong agreed it looked like there was some potential to qualify without incurring full blown regulatory reporting requirements.

D. Committees

None

E. Emergency Services

i. Surrey Regional Fire Dispatch Monthly Report – Lions Bay Fire Rescue

Moved/Seconded

THAT Council receives the May 2020 Surrey Regional Fire Dispatch Monthly Report.

CARRIED

10. Correspondence

a. List of Correspondence to June 19, 2020

Moved/Seconded

THAT the following actions be taken with respect to the correspondence:

G1: J. Morra re parking ticket complaint – Mayor McLaughlin to respond

G2: Metro Vancouver Mayors' re Local Government Support with Provincial Government – received and completed

G3: Announcing the 2020 Climate Caucus Summit - received

G4: J. O'Leary, Climate Caucus re Climate Leadership course for municipal elected officials – received and nominated Councillor Cunliffe

G5: P. Weiler re COVID-19 update - received

G6: M. Shepard, Executive Project Director, Environmental Assessment Office, re Woodfibre LNG - received

R1: K. Dyer re toilet facilities – Mayor McLaughlin to respond

R2: C. Bradbury re parking- Mayor McLaughlin to respond

R3: A. Dudley & E. Lofgren re parking for hikers - Mayor McLaughlin to respond

R4: Y. Godoy-Toku re parking - Mayor McLaughlin to respond

R5: N. McKenzie re Village reopening plans - Mayor McLaughlin to respond

R6: S. Jones re toilet facilities - Mayor McLaughlin to respond

R7: R. Meiklejohn re 61 Brunswick Beach – CAO DeJong to bring back an encroachment application

11. New Business

None

12. Public Questions & Comments (2 minutes on any topic discussed in this meeting)

None

13. Closed Council Meeting

Proposed topics for discussion in the absence of the public:

A. Sale of Land

B. Awards

Moved/Seconded

THAT the meeting be closed to the public on the basis of matters to be considered under the following sections of the *Community Charter*:

90 (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity;

e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2)

CARRIED

The meeting was closed to the public at 11:11 p.m.

The meeting was re-opened to the public at 11:29 p.m.

14. Reporting Out from Closed Portion of Meeting

Mayor McLaughlin reported that Council considered an offer for the property at Kelvin Grove and rejected the offer.

15. Adjournment

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 11:31 p.m.

Mayor

Corporate Officer

Date Approved by Council:	
---------------------------	--

Intentionally Blank



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**SPECIAL MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, JUNE 30, 2020 at 4:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY
AND ELECTRONICALLY VIA ZOOM**

MINUTES

In Attendance:

Council: Mayor Ron McLaughlin
Councillor Neville Abbott (via video conference)
Councillor Fred Bain (via telephone conference)
Councillor Norm Barmeier (via video conference)
Councillor Jaime Cunliffe (via video conference)(4:20 pm)

Staff: Chief Administrative Officer Peter DeJong
Chief Financial Officer Pamela Rooke
Public Works Manager Nai Jaffer (via video conference)
Municipal Coordinator Karla Duarte (Recorder)

Delegations: 0

Public: 0

1. Call to Order

Mayor McLaughlin called the meeting to order at 4:09 p.m.

2. Adoption of Agenda

Moved/Seconded

THAT the agenda be adopted, as amended.

CARRIED

3. Public Participation (2 minutes per person totalling 10 minutes maximum) - None

4. New Business – Cancellation of the July 7, 2020 Council Meeting

CAO DeJong noted the absence of key personnel this week and focus of staff on the Canada Day event and health/safety initiatives. This meant there was insufficient time to prepare anything of substance for Council consideration for July 7th. In addition to the many items being worked on from the June 23rd meeting, we are also inundated with property tax processing.

Discussion ensued on:

- Whether meetings should be held consistently the first and third of each month regardless of workload (eg: keep the meeting short) instead of going so long between meetings
- Recognition of workload and capacity restraints
- Benefits of routine but necessity to be flexible when required
- Time needed to work on already assigned tasks rather than a new meeting

Moved/Seconded

THAT the regular Council meeting scheduled for July 7, 2020, be cancelled.

CARRIED

OPPOSED: CLR. ABBOTT

5. Public Questions & Comments

None

6. Closed Council Meeting

Proposed topics for discussion in the absence of the public:

A. Grants

THAT the meeting be closed to the public on the basis of matters to be considered under the following sections of the *Community Charter*:

90 (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

- e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2);

90 (2) A part of a council meeting must be closed to the public if the subject matter being considered relates to one or more of the following:

- (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

The meeting was closed to the public at 4:25 p.m.

The meeting was re-opened to the public at 5:00 p.m.

7. Reporting Out from Closed Portion of Meeting

Council received notice of correspondence from MOTI indicating they would like to see the Brunswick Interchange re-opened – staff to review survey feedback with MoTI.

10. Adjournment

Moved/Seconded
THAT the meeting be adjourned.

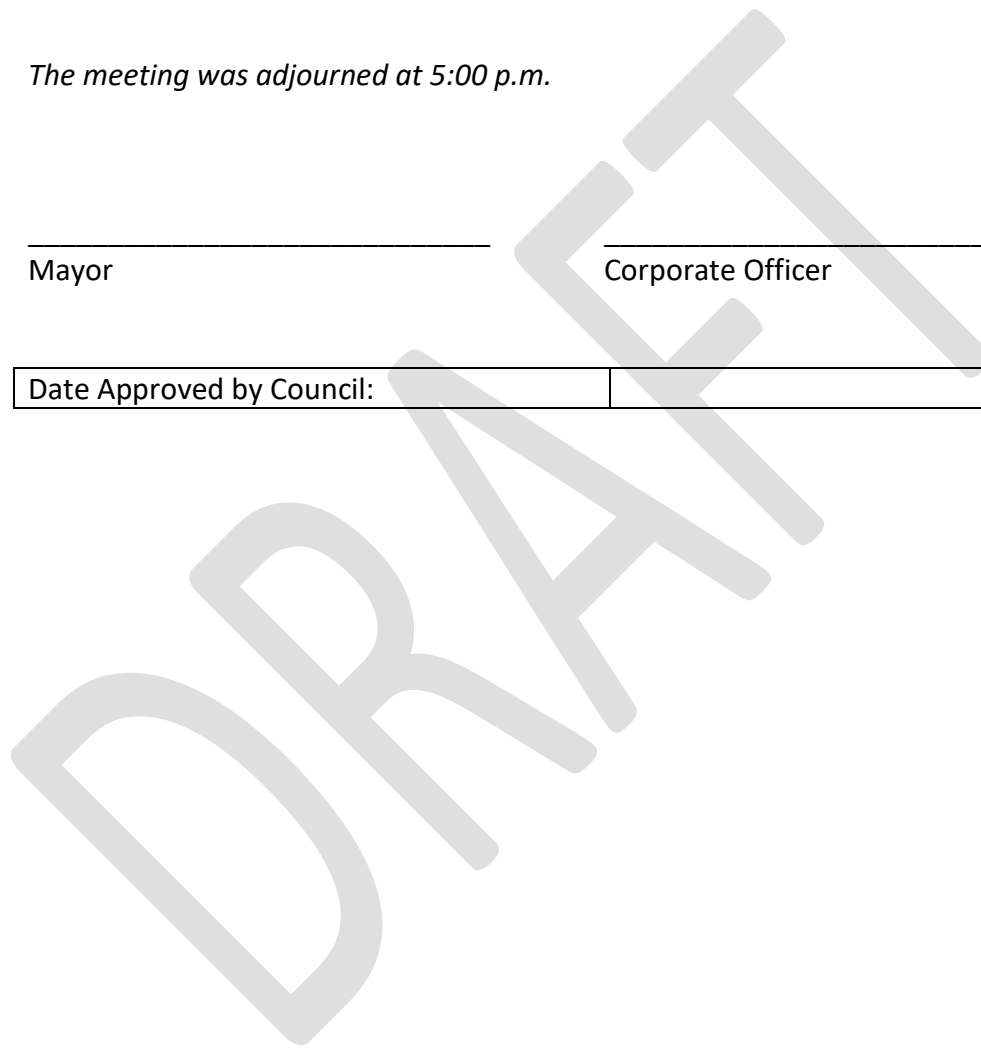
CARRIED

The meeting was adjourned at 5:00 p.m.

Mayor

Corporate Officer

Date Approved by Council:	
---------------------------	--



Intentionally Blank



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Report to Council		
Title	2019 Annual Report		
Author	Pamela Rooke	Reviewed By:	Peter DeJong
Date	July 22, 2020	Version	-
Issued for	July 28, 2020 Regular Council Meeting		

RECOMMENDATION

THAT pursuant to section 99 of the *Community Charter*, Council has considered the Annual Report prepared under section 98 of the *Community Charter*, and any oral and written submissions and questions from the public.

ATTACHMENTS

- 2019 Annual Report
- Written Submissions from Public

KEY INFORMATION

The Annual Report was made available for public inspection at the Village Office and on the Village website on July 14, 2020 as required under section 97 of the *Community Charter*. Notice of the Annual Meeting was posted on the Village website and in the Village Update on July 17 and July 24, 2020 as well as in the public posting places as required under section 94 of the *Community Charter*.



2019 Annual Report

Village of Lions Bay
For the Year Ended December 31, 2019

Mayor's Message

On behalf of Council

The 2019 Annual Report for the Village of Lions Bay is an important tool to monitor and evaluate the evolution of our community. It provides an overview of our financial performance for the fiscal year ending December 31, 2019, operational achievements by department, as well as an overview of progress made on our Corporate Strategic Plan.

2019 was the first year the sitting Council charted their own direction. Council could not do the work that it does without help from the amazing and involved citizens of Lions Bay, and our hard-working Village staff. On behalf of Councillors Neville Abbott, Fred Bain, Norm Barmeier, and Jaime Cunliffe, and myself, thank you for your outstanding commitment to our Village.

Here are a few of 2019's significant events and accomplishments:

- ✓ In February a mechanical failure at the Kelvin Grove sewer treatment plant, which services 20% of the Village, was discovered and the plant was forced to be turned off. A temporary solution was put in place but by July Council had approved an engineering services contract to pursue replacement of the plant within the confines of the original concrete structure. It took the rest of the year to obtain the Ministry of the Environment's approval to rebuild the plant using the same treatment method, and put the construction out to tender. The plant will be completed before the end of Summer 2020.
- ✓ In 2018 our waterfront lot at 52 Brunswick sold for \$1.925k. Funds were used to repay an internal loan of \$757.6k which funded our acquisition of 63 Brunswick the year before. The balance we will internally borrow against for future infrastructure upgrades.
- ✓ Our lot in Upper Kelvin Grove, listed at \$789k, did not sell during the year.
- ✓ For Lions Bay the elephant in the room is our Infrastructure Gap. That is the estimated financial difference between where our infrastructure is now, and the cost to replace it at the end of its lifetime. There is an estimated \$24.8 million of replacement infrastructure work needing to be done over the next 30 years or so to keep us at our current state of repair. In addition to asset sales, in April Council took steps to address our infrastructure needs by increasing property taxes by 13%. 3% if this was for operational needs and 10% was segregated to a dedicated infrastructure fund.
- ✓ In the Spring our amazing Events Committee hosted the Seaside Soiree. This gala evening attracted many Villagers who opened their hearts and wallets. The result was \$21.6k of proceeds being put toward a new playscape which will be located at our central beach in late 2020, and will be dedicated to Erin Moore,

- ✓ Two years in the planning, over the summer the Harvey Water Tank, our primary water supply, was decommissioned. From a water supply standpoint the many rainy days in the summer worked in our favor and, as a bonus, reduced wild fire risk. Our new \$2.3M Harvey Water Tank came back online in late September with 25% more capacity and a 50 year life span.
- ✓ Remembrance Day is special to our Village. It was made more so this year with the unveiling of the Memorial Cairn located at the entrance to our municipal complex. This was a volunteer led initiative that is now a beacon in our Community

Lions Bay moved forward with purpose and our community spirit always shone through. At the end of the year we did not know the problems that 2020 would bring. It is too early to predict the outcome, but I am confident we will persevere and be the stronger for the experience.

Regards,



Ron McLaughlin
Mayor of Lions Bay



Governance

2018-2022 Council



Mayor Ron McLaughlin



Councillor Neville Abbott



Councillor Fred Bain



Councillor Norm Barmeier



Councillor Jaime Cunliffe

Portfolios, Committees and External Bodies

Mayor Ron McLaughlin

Portfolio: Strategic Planning; Financial Sustainability; Municipal & Regional District Partnerships

| Committees: The Mayor is a member of all Committees of Council

| External Bodies: Appointed by Council as Member, TransLink Mayors' Council and as Director (all Metro Board functions except Sewer & Drainage District and Water District); Appointed by Metro Chair as member of Climate Action Committee, Pacific Parkland Foundation (Metro Parks), Electoral Area A Sub-Committee; and Aboriginal Relations Committee. Appointed by TransLink Mayors' Council Chair to the Finance and Government Committee

Councillor Neville Abbott

Portfolio: Strategic Planning | **Committees:** Curly Stewart Memorial Award (Chair); Infrastructure; Emergency Planning

Councillor Fred Bain

Portfolio: Infrastructure; Emergency Services; Strategic Planning | **Committees:** Infrastructure (Chair); Memorial (Chair); Emergency Planning (Chair)

Councillor Norm Barmeier

Portfolio: Strategic Planning | **Committees:** Infrastructure

Councillor Jaime Cunliffe

Portfolio: Strategic Planning; Volunteer Liaison | **Committees:** Memorial

Council Committees

<i>Curly Stewart Memorial Trust Fund Award</i>	<i>Emergency Program Committee</i>
<ul style="list-style-type: none"> • Neville Abbott (Chair) • Rob Baker • Joan Coert • Carole Conlin • Kit McLean • Hugo Van Hoogstraten 	<ul style="list-style-type: none"> • Neville Abbott • Fred Bain • Ron McLaughlin • Andrew Oliver • Tina Schneider • Robert Whitney (Chair)
<i>Infrastructure</i>	<i>Lions Bay Beach Park Advisory</i>
<ul style="list-style-type: none"> • Neville Abbott • Fred Bain (Chair) • Karl Buhr • Norm Barmeier • Tony Greville • Ron McLaughlin • Brian Ulrich • Jim Mutrie (deceased Dec. 23, 2019) 	<ul style="list-style-type: none"> • Norm Barmeier • Oliver Brunke • Mattie Gildenhuys • Heather Hood • Ron McLaughlin • Russ Meiklejohn • Robin Spano
<i>Memorial</i>	<i>Trees, Views and Landscapes</i>
<ul style="list-style-type: none"> • Fred Bain (Chair) • Tony Cox • Jaime Cunliffe • Tony Greville • Arlene Halstrom • Trudi Leuthy • Philip Marsh • Ron McLaughlin • Ute Philips 	<ul style="list-style-type: none"> • Jay Barber • Jim Cannell • Mike Jury • Ron McLaughlin • Simon Waterson (Chair)

Other Statutory Boards

Board of Variance

- Morgan Gatto
- Ian Mackie (Chair)
- Peter Wreglesworth

Lions Bay Fast Facts



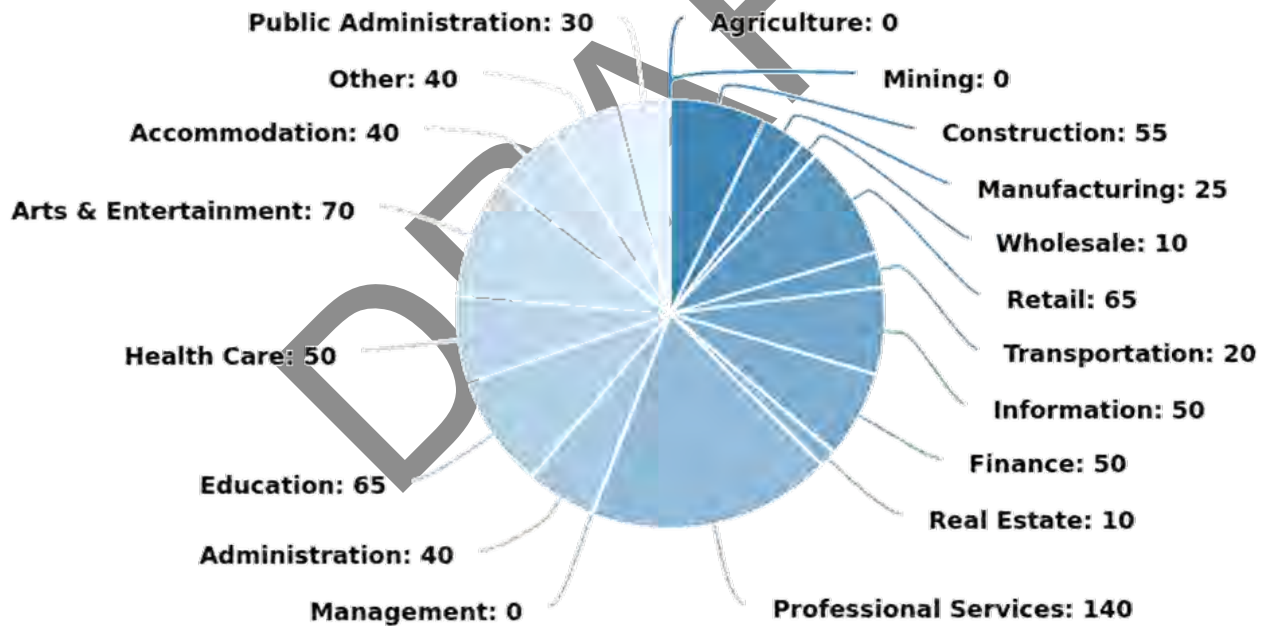
Source: 2016 Statistic Canada



Source: 2016 Statistic Canada



Labour Force by Industry



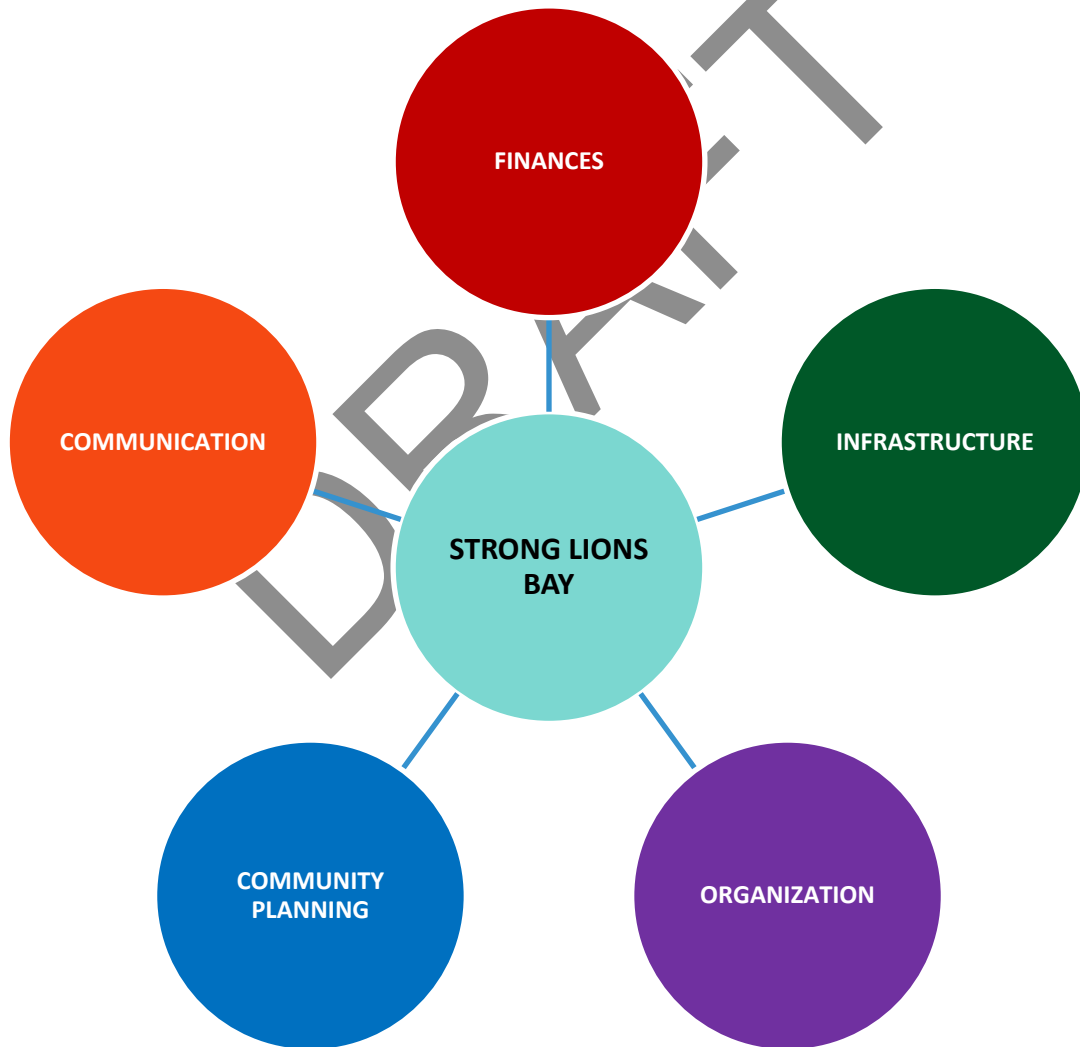
Council Priorities

In 2018, Council began with a proposed set of goals and priorities for 2019 which build on and provide further detail of the goals and priorities of the previous strategic planning work.

Each of the strategic focus areas with goals and priority actions is outlined below with target timelines set out as:

- Short Term – 1-2 years
- Medium Term – 2-4 years
- Long Term – over 4 years (next Council)

The following tables in each section outline the results of each focus area in 2019.



Infrastructure Objectives

GOALS	PRIORITY ACTIONS	TARGET TIMELINE	Where we are at
<p>Adequately resource maintenance of existing Lions Bay infrastructure and infrastructure spending based on the long-range priorities of the Infrastructure Master Plan.</p> <p>Identify and meet service standards and best practices appropriate to the needs of Lions Bay.</p> <p>Meet critical standards and industry best practices as they continue to evolve.</p>	a. Manage CWWF1-funded Water Network Project to completion.	Short Term	Completed.
	b. Apply for ICIP grant for a portion of the remainder of the CWWF1 project	Short Term	Completed.
	c. Apply for next round of infrastructure grant funding (expected Spring 2019)	Short Term	No new grants
	d. Progress cell tower project	Short Term	Completed. Application rejected.
	e. Implement Phase 1 of Lions Bay Beach Park improvement project, using Water-Access Capital Reserve funds where possible.	Phase 1 - Complete Phase 2 – Short to Medium Term	Phase 1 – Complete Phase 2 – 1 st Grant intake unsuccessful; 2 nd intake fall 2020.
	f. Support the UBC long-range watershed hydrology study	Ongoing	Ongoing
	g. Kelvin Grove WWTP replacement study	Short Term	Completed.
	h. Develop Stormwater Management Plan	Short to Medium Term	Ongoing

Financial Objectives

GOALS	PRIORITY ACTIONS	TARGET TIMELINE	Where we are at
<p>Ensure the municipality has adequate long-term financial resources to sustain core work and strategic priorities.</p> <p>Pursue a capital reserve policy to meet the requirements of a comprehensive Asset Management Plan.</p> <p>Utilize grant and debt funding for spending on new and replacement assets for future generations, and eligible funding for operating costs and addressing the infrastructure gap.</p>	a. Apply for all suitable Infrastructure Grants	Ongoing	Ongoing
	b. Advocate for small community concessions on gas tax and rural allowances.	Short Term	Ongoing
	c. Complete work on a comprehensive Asset Management Plan.	Short Term	Ongoing
	d. Complete sale of municipally-owned lot at 52 Brunswick.	Short Term	Complete
	e. Proceed with sale of municipally-owned lot in Upper Kelvin Grove.	Short Term	Ongoing

Planning Objectives

GOALS	PRIORITY ACTIONS	TARGET TIMELINE	Where we are at
<p>Continue to enhance and implement the Official Community Plan (OCP) in order to produce a prosperous, diverse and vibrant complete community, accessible to residents and welcoming to visitors.</p>	a. Adopt a new local Building Bylaw complying with new provincial Building Act.	Short Term Staff to review and bring recommendations for new Building Bylaw suitable for Lions Bay.	Ongoing review prior to draft bylaw
	b. Apply for provincial License of Occupation for W2 Water Zones.	Long Term	Future work
	c. Consider natural hazards Development Permits and associated OCP amendment;	Short Term	Ongoing review prior to bringing forward
	d. Complete Community Amenity Contribution (CAC) policy.	Short Term	Ongoing review prior to bringing forward
	e. Develop and implement initiatives with SD45 to keep Lions Bay School open.	Short Term re. next steps	Continuing to promote school enrollment
	f. Scope the effort to inventory, assess condition and manage trails in Lions Bay	Short Term	Ongoing
	g. Develop a Boulevard Encroachment Bylaw to address encroachment and vegetation.	Short Term	Ongoing review prior to draft bylaw
	h. Further develop the Emergency Management Plan.	Short Term	Completed – Additional Annexes ongoing
	i. Negotiate long-term provincial lease at Upper Brunswick, plan move of Public Works Yard there, complete community consultation for redevelopment of the existing site.	Short Term	Ongoing
	j. Support initiatives protecting glass sponge reefs in Howe Sound, establishing Howe Sound as a UNESCO Biosphere Region, promoting a Howe Sound National Park.	Ongoing	local resident expert's work (Marline Life Sanctuaries Society) resulted in a March 6, 2019 that the glass sponge reefs in Howe Sound are now protected under marine refuge status
	k. Work with Sea-to-Sky communities towards intra-region transit.	Ongoing	Initiative on hold pending Provincial government support
l. Work with TransLink on the Lions Bay micro-shuttle pilot project.	Short Term (Advocacy)	Translink reviewing Ph.1 (Bowen) – Obtained service hours expansion	

	m. Through advocacy & representation, address high noise and excessive accident risk on the Sea-to-Sky Hwy.	Short Term (Advocacy)	Ongoing
	n. Work with developers regarding potentially developable properties	Short Term Medium Term	Ongoing
	o. Council Consideration of options for future of Oceanview Road ROW	Short Term	Ongoing review
	p. Boundary Discussions with: <ul style="list-style-type: none"> • West Van re. amalgamation • SLRD re. support for VoLB expansion 	Long Term	Future work

Communications Objectives

GOALS	PRIORITY ACTIONS	TARGET TIMELINE	Where we are at
Facilitate an informed and engaged public by proactive and transparent communication.	a. Utilise outside consultants for select community consultations.	Ongoing	Ongoing
	b. Promote Village Update and Lions Bay Alert	Ongoing	Ongoing

Organizational Objectives

GOALS	PRIORITY ACTIONS	TARGET TIMELINE	Where we are at
Support a motivated, fulfilled, high-functioning and stable staff organization capable of innovatively meeting the core work and statutory requirements of the organization and Council's strategic priorities.	a. Build staff skills in customer service, communication, administration, planning, finance, IT, records management & emergency management.	Ongoing	Updated Emergency Plans and succeeded on grants to assist increase emergency response capacity
	b. Hire a part-time emergency planning coordinator. [Review staffing levels]	Short Term	Hired a part-time Deputy Emergency Program Coordinator
	c. Commence strategic planning for LBFR service levels.	Short Term for Fire Practice Facility Medium Term for LBFR Strategic Planning	Fire Practice Facility nearing completion and Classroom Trailers complete. Ongoing
	d. Build relationships with local First Nations	Ongoing	Ongoing

Message from the CAO

I am pleased to bring you the 2019 Village of Lions Bay Annual Report. As the Chief Administrative Officer, I am responsible for leading the administration, ensuring accomplishment of legislative requirements, Council priorities and strategic planning goals.

Since 2016, we have been working hard to ensure that the goals and objectives of Council's Strategic Plan have been met. We are seeing a lot of progress with many significant accomplishments in 2019 as detailed throughout this report.

Lions Bay is situated on a unique land base with a lot of challenges. Village staff work hard to ensure the safety and enjoyment of all residents and visitors. The many accomplishments by each department highlighted in this report reflect their work and I would like to thank staff for their ongoing commitment. The Village also relies on a wealth of volunteers, many of whom have lived in the Village for decades, to serve on Council committees and the many not-for-profit organizations that make Lions Bay a wonderful place to live.

The many challenges facing us in 2020 will prove to be a test on Village resources. However, with that comes opportunity as we move forward in meeting our goals and objectives.



Peter DeJong
Chief Administrative Officer

DRAFT

Department Overview



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Chief Administrative Officer
Peter DeJong



Public Works Manager
Naizam Jaffer



Chief Financial Officer
Pamela Rooke



Fire Chief
Andrew Oliver

Department Overview

Administration

The administrative department provides service to the residents of Lions Bay, legislative and administrative support to Council and its Committees; communications; planning and building services; and permits and licensing services.

2019 Highlights

- Undertook a comprehensive Film Policy review resulting in Council adoption of a new Film Policy
- Obtained approval from Translink for 20% increase in service hours slated for summer 2020
- Provided administrative support for Harvey Water Tank Replacement Project
- Negotiated agreement for cell tower proposal and commenced community consultation process
- Hired a part-time Deputy Emergency Program Coordinator to begin updating Emergency Plans
- Undertook public consultation processes for improved transit services, PRV loan financing, Waste Water Treatment Plant replacement, filming policy and cell tower proposal.

2019 Statistics and Key Performance Indicators				
	2019	2018	2017	2016
Bylaws Adopted	13	17	24	15
Policies Adopted	4	3	4	6
Freedom of Information Requests Completed	8	3	2	10
Freedom of Information Request Hours Utilized	10	3.5	7	22.5
Freedom of Information Billable Hours	2.5	0	0	7.5
Website – Average Views/Month	6,458	6,489	6,585	4,625
Village Update – Current Number of Subscribers	806	676	633	616
Village Update – Average Open Rate	70%	69%	67%	63%

2019 Building Statistics				
Year	# Permits Issued	# New Builds	# Renovations	Construction Value (\$)
2015	17	0	17	1,016,014
2016	16	0	16	1,294,999
2017	33	5	28	8,369,174
2018	18	0	18	3,939,850
2019*	28	4	24	8,877,805
<i>*2019 includes \$2,711,000 for a Municipal Project</i>				

Finance

The Finance Department provides financial services to the municipality and maintains and communicates financial information to the public, Council and staff.

Key responsibilities include:

- Accounting Services – accounts payable and receivable, banking, cash management
- Payroll Services – bi-weekly processing, benefits administration, year-end reporting
- Revenue and Collections – utility and property tax billing and collection, rate setting
- Purchasing - procurement and risk management
- Financial Reporting – preparation of annual financial statements, quarterly financial reports, monthly grant reporting
- Financial Planning – Five Year Financial Plan preparation and monitoring

The department is comprised of two staff (1.90 FTE's): the Chief Financial Officer and the Municipal Accountant, with assistance provided by administration staff.

2019 Highlights

- Adopted the Five-Year Financial Plan Bylaw, Fees Bylaw, Tax Rates Bylaw and Water, Sewer and Solid Waste Bylaws
- Produced annual utility and property tax notices including an infrastructure levy to help reduce the asset funding gap
- Remitted taxes collected on behalf of other tax authorities, including school tax
- Implemented a service portal on the Village website to enable customers to view their property taxes and utility bills and pay online by credit card
- Commenced the records management project, digitizing archived records and improving the internal e-filing system
- Completed year-end audited financial statements and submitted annual financial reports to the province
- Prepared bi-weekly payroll and remittances
- Issued an RFP and purchased five new trucks for Public works
- Submitted a successful Whistler Blackcomb Foundation grant application for radio headsets for the fire department
- Obtained a UBCM grant, issued an RFP and engaged a consultant to complete the second phase of the asset management investment plan for the Village; project to be completed in 2020

2020 Objectives

- Continue to pursue grant opportunities to help fund infrastructure projects including:
 - an FCM grant application for the third phase of the asset management investment plan

- an application under the Investing in Canada Infrastructure Program for the Bayview Road Drainage & Water Improvement Project
 - a Natural Resources Canada application for a Fast EV Charger
- Obtain MFA long-term financing for the fabrication and installation of 3 pressure reducing valve stations
- Implement additional online payment options through the Village website service portal
- Continue the records management project
- Update the purchasing policy
- Continue to work with the Fire Chief to enhance the administrative capacity and efficiency of LBFR





Public Works

The Public Works Department is responsible for the operations and maintenance of the Village of Lions Bay's assets including parks, open and public spaces, foreshore and beaches, roads, bridges, drainage, water, and sewer networks. Public Works is staffed by a complement of 6 full time employees and their manager. The Department is predominantly known for the provision of safe, high quality drinking water. This group of well-trained and competent employees provides a broad spectrum of services that contributes to making the Village a safe, well-functioning, and beautiful place to live.

2019 Highlights

In 2019, Public Works managed the construction of the single largest project ever undertaken by the Village of Lions Bay – a new 520,000 imperial gallon glass-fused steel-bolted tank constructed at the Harvey Creek Water Treatment Plant. This new tank increased the residential fire fighting water reserves by 25% and will also improve the quality of water residents receive. Management of this project by Public Works employees constituted 5% of the overall work hours allocated to Public Works activities. In addition to this, Public Works completed a variety of projects outside of our core services, some of which included:

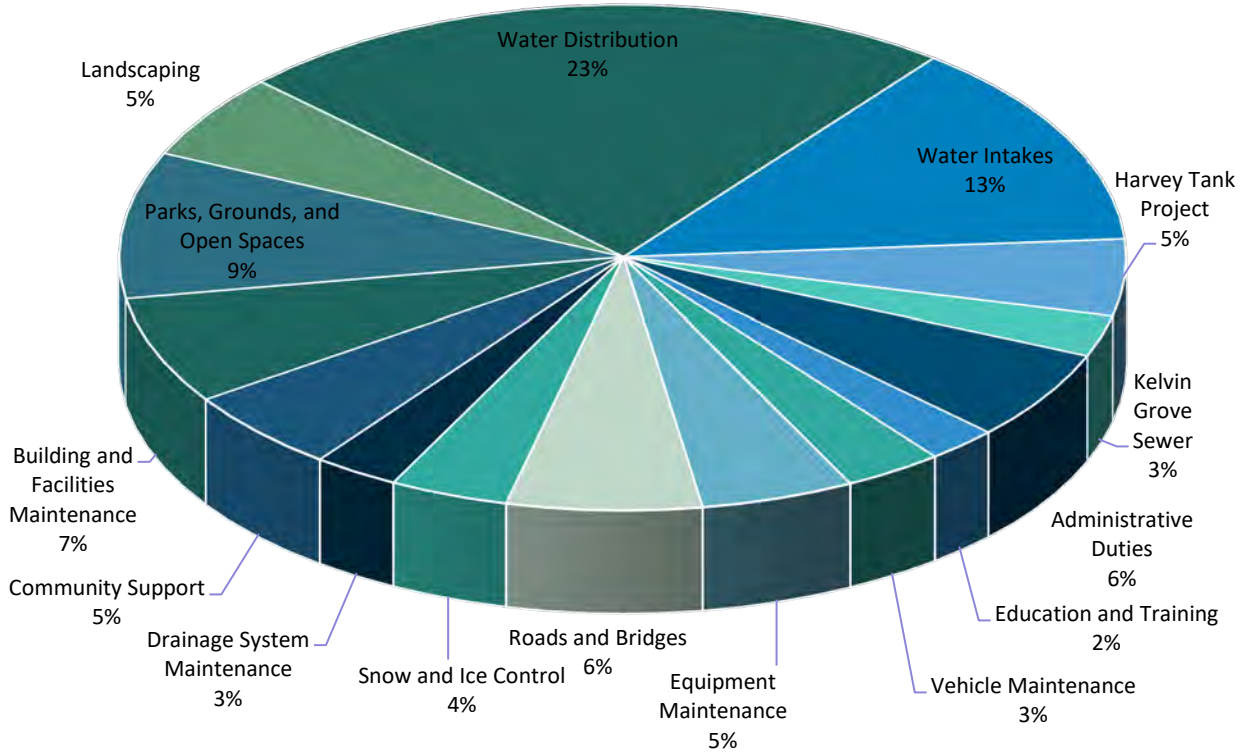
- Construction and paving of the Lions Bay Beach Park parking lot and Sunset Trailhead Parking Lot;
- Construction and paving of a new wheelchair accessible ramp leading to the new upper Council Chambers;
- Procurement and installation of a memorial cairn at the Village Office Complex;
- Preparation of 35 Kelvin Grove road end including tree work and civil utilities;
- Replacement of a deteriorated corrugated metal culvert on the Harvey Creek intake access road; and
- Preparation of a road shoulder parking area on Timbertop Road

There were two notable unfavourable developments in 2019 that diverted staff time and resources. The most prominent of these was the February 2019 failure of the Kelvin Grove wastewater treatment plant. Throughout the course of the year, Public Works staff had to nurse the plant along whilst preparations were made to engage engineers and contractors for the eventual replacement of the plant which is to occur in 2020. The second issue was the retirement of long-time horticulture employee, Donna Newsom. Public Works attempted to backfill this vacancy by posting the position twice over the course of the year with little luck finding a suitable, knowledgeable candidate. On the third round of posting, a highly qualified horticulturalist recently graduated from Kwantlen Polytechnic University accepted the position with a start date in the spring of 2020.

2020 is shaping up to be a unique year with many non-core projects on the capital program. The primary projects include the construction of a new Kelvin Grove wastewater treatment plant and the installation of 3 above ground water pressure reducing valve stations. Other capital works will include significant road repairs and bridge maintenance works. On the operations and maintenance front, Public Works staff continued with their prescribed annual work program focusing on the key areas of Water, Wastewater, and Parks and Grounds.

The hourly distribution of staff labour is represented in the following pie-chart:

2019 Public Works Service Level Distribution



Percentages represent the portion of total working hours spent at each given activity

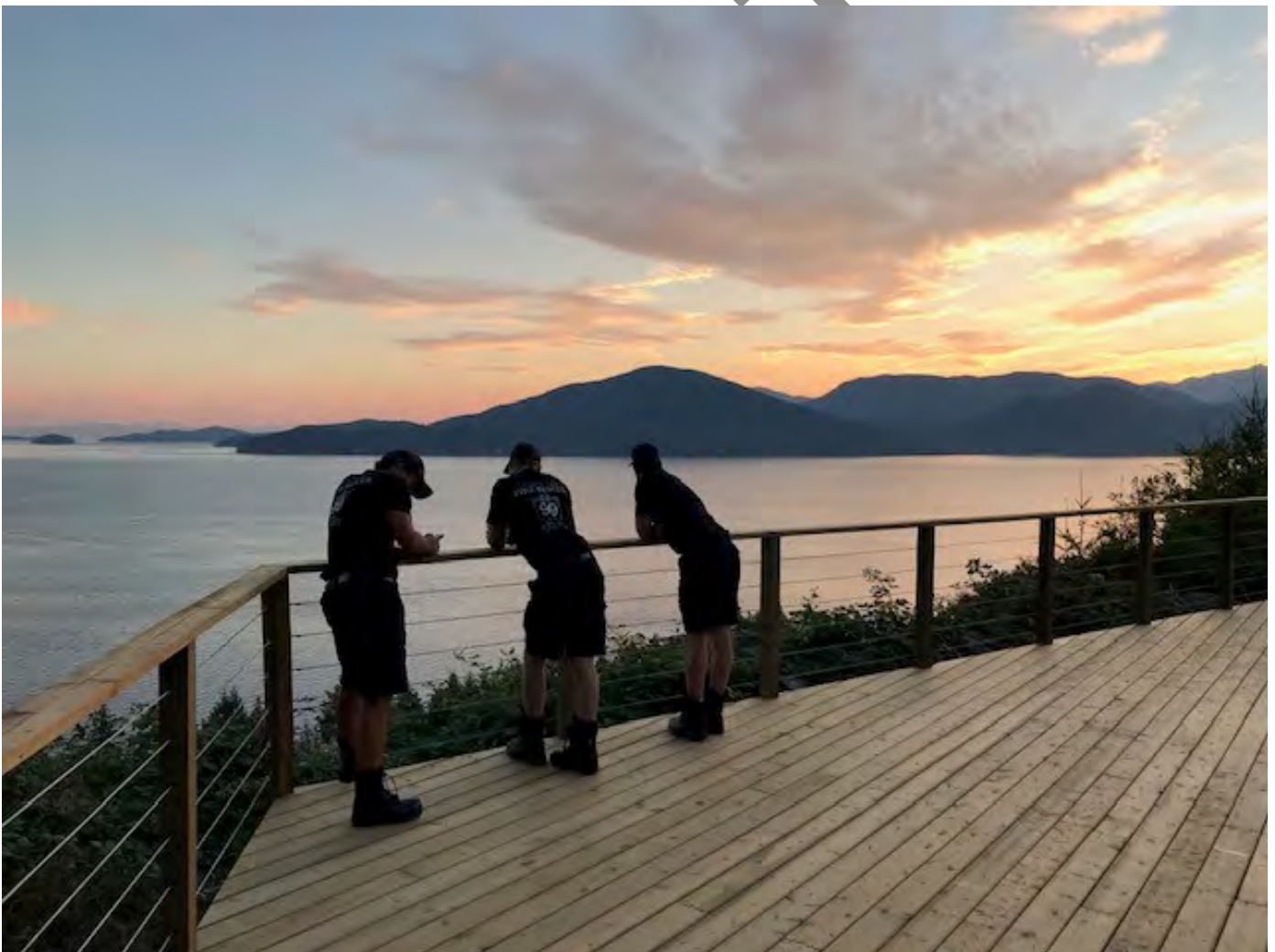
Statistics & Key Performance Indicators	2019	2018	2017	2016
Service requests (CSRs) addressed:	460	375	206	185
Leaks addressed (municipal side):	2	1	4	1
Leaks found (private side):	9	9	6	12
BC One-Call Locates:	27	25	30	26
Boil Water Advisories:	0	0	0	0



Left to Right: Donna Newsom, Garth Begley, Alberto Urrutia, Neale Mullen, Kyle McCallum, and Aidan Young

Lions Bay Fire Rescue

Lions Bay Fire Rescue (LBFR) is responsible for fire protection, rescue services, first responder medical aid and fire prevention in the Village and on Highway 99. LBFR are the first responders to a variety of emergency and non-emergency incidents. They respond not only to fires but also medical emergencies, motor vehicle accidents, technical rescues, forest interface, and much more. They are highly trained and cumulatively volunteer over 2050 hours each month in training, shift weekends, and emergency response. The volunteers train every Wednesday night and one full weekend every month demonstrating a high level of dedication.



2019 Highlights

- Organized another successful Firefighters Day, the main annual fundraiser for LBFR, which generates essential additional revenue for the department
- Captain Barret Germscheid put together an in-depth plan for efficient and thorough training. Two homeowner members are almost finished JIBC Firefighter and officers training. Recruited 4 new resident members and two members were lost to full-time employment with other municipal fire departments.
- Effectively planned for anticipated summer water supply requirements for interface firefighting; precautionary measures were put into place for duration of Harvey Water Tank Replacement Project.
- Successfully received a grant for multiple firefighting equipment and interface.
- Sent 4 members and captain to live fire course held in Squamish, which will enable captain Germscheid to hold this type of training at our facilities from now on
- Finished setting up new training classroom at Brunswick Pit, and did a deep clean of the outside area
- Still in discussions with SLRD re. Mutual Aid Agreement with Britannia Beach VFD and with Electoral Area A re: an Automatic Aid Agreement.
- Burn Building Training Facility are almost completed, just waiting on finishing touches and minor services.
- Created the ability for fire department members to access all necessary documents remotely, thereby enhancing education and training opportunities.
- Revamped all medical gear equipment and supply cabinet, as well as all checklists.

2020 Objectives

- Continue working on a 5-year strategy for the department, including recruiting residents and adjustments to budget
- Put together a COVID-19 Strategy to ensure the safety of LBFR members and residents.
- Welcome new fire board members and set up quarterly meetings.
- Review amendments to Standard Operating Guidelines that govern the LBFR department
- Developing a plan for replacing both Fire engines as they are over 20 years old.
- Enhance Auto ex with the addition of a large bus to enhance skills with bigger vehicles with larger passenger capacity
- As the burn building nears completion, we will commence fire ground operations
- Plan for annual Vancouver FD pre-recruit visit.
- Monitor provincial guidelines to figure out in what capacity we can hold our annual Firefighter Day fundraiser. Hold a “Virtual Boot” fundraiser to replace the auction table to solicit funds.

Statistics & Key Performance Indicators	2019	2018	2017	2016
Calls for Service:	110	111	117	160
Motor Vehicle Accidents:	30	32	46	82
Medical Responses:	33	29	38	46
Structure Fires:	4	0	2	4
Miscellaneous Events:	43	50	31	28
PEP Reimbursements	\$11,045	\$10,110	\$16,085	\$35,711

Police

Policing services are provided to the Village by the Sea to Sky RCMP Detachment, located in Squamish. The Village sees an extremely low crime rate, with the highest number of calls for service related to traffic incidents and abandoned 9-1-1 calls.

Statistics & Key Performance Indicators	2019	2018	2017	2016
Calls for Service	416	473	465	581
Violent Crime	4	4	1	6
Robbery	0	0	0	0
Domestic Violence	3	11	1	7
Assault	2	2	4	3
Property Crime	39	50	24	41
Other Criminal Code*	8	13	7	10
Total Collisions	25	33	36	79
Collisions (Hwy. 99 only)	19	29	35	77
Impaired Drug/Alcohol Infractions	11	6	21	17

*Includes other Criminal Code offences such as Bail Violations, Weapon Charges, and Obstruction etc.

Bylaw Enforcement

The municipality's primary goal is to achieve bylaw compliance through dialogue and education. The Village employs two Bylaw Enforcement officers on a part time, seasonal basis between May and September to address key issues where escalation to enforcement measures is warranted, mostly related to parking, animal control, and noise.

Type	2019	2018	2017	2016
Warning Tickets Issued	8	43	46	77
Bylaw Notices Issued	655	398	377	277
Bylaw Notices Disputed	53	81	31	28
Payment Demand Letters Sent	238	158	137	95
Referred to Collections Agency	222	134	117	23
Parking Fine Revenue	\$22,356	\$10,238	\$9,667	\$8,098
Parking Meter (Net) Revenue	\$35,887.85	\$14,241	\$16,319	N/A



Community Involvement

Thank you to our Volunteers and Council Committees!

Volunteer Groups

- Lions Bay Community Scholarship Foundation
- Lions Bay Bear Smart Program
- Lions Bay Fire Rescue
- Lions Bay Emergency Social Services
- Lions Bay Arts Council
- Lions Bay Trailblazers
- Lions Bay Native Plant Garden Association
- Lions Bay Seniors Social Circle
- Lions Bay Block Watch
- Lions Bay Historical Society
- Lions Bay PAC
- Lions Bay Playgroup
- Lions Bay Events Committee
- Lions Bay Community Garden
- Lions Bay Caroling Team
- Lions Bay Search and Rescue

Council Committees

- Board of Variance (Independent Statutory Board appointed by Council)
- Curly Stewart Memorial Trust Fund Award Committee
- Infrastructure Committee
- Lions Bay Beach Park Advisory Committee
- Memorial Committee
- Trees, Views and Landscapes Committee



Village of Lions Bay Community Gardens

**Village of Lions Bay
Financial Statements
For the year ended December 31, 2019**

DRAFT

**Village of Lions Bay
Financial Statements
For the year ended December 31, 2019**

	Contents
Management's Responsibility For The Financial Statements	3
Independent Auditor's Report	4
Financial Statements	
Statement of Financial Position	6
Statement of Operations	7
Statement of Change in Net Financial Assets	8
Statement of Cash Flows	9
Summary of Significant Accounting Policies	10
Notes to Financial Statements	13
Schedule 1 - Combined Statement of Operations by Segment	23
Schedule 2 - Combined Statement of Operations by Segment	24
Schedule 3 - Tangible Capital Assets	25

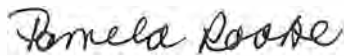
Management's Responsibility for the Financial Statements

The accompanying financial statements of the Village of Lions Bay (the "Village") are the responsibility of management and have been prepared in accordance with Canadian public sector accounting standards as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants Canada. A summary of the significant accounting policies are described in the summary of significant accounting policies which proceed the notes to the financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Village's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management.

Mayor and Council meet with management and the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The financial statements have been audited by BDO Canada LLP, independent external auditors appointed by the Village. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Village's financial statements.



Pamela Rooke, CPA, CMA
Chief Financial Officer



Peter DeJong
Chief Administrative Officer

May 5, 2020

Independent Auditor's Report

To the Mayor and Council of the Village of Lions Bay Opinion

We have audited the financial statements of the Village of Lions Bay (the "Village") which comprise the Statement of Financial Position as at December 31, 2019 and the Statements Operations, Changes in Net Financial Assets, and Cash Flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Village as at December 31, 2019 and its results of operations, changes in net financial assets, and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally-accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of this report. We are independent of the Village in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Village's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Village, or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Village's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally-accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally-accepted auditing standards we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Village's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However future events or conditions may cause the Village to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

BDO Canada LLP

Chartered Professional Accountants

Vancouver, British Columbia
May 5, 2020

**Village of Lions Bay
Statement of Financial Position**

December 31	2019	2018
Financial Assets		
Cash and cash equivalents	3,780,886	2,900,857
Accounts receivable	254,141	221,571
Grants receivable	970,555	161,593
Assets held for sale (Note 1)	273,518	359,384
	5,279,100	3,643,405
Liabilities		
Accounts payable	415,456	211,262
Sick, overtime, wellness and vacation payable	81,391	158,451
Deferred revenue (Note 2)	46,911	637,327
Developer deposits (Note 3)	180,500	144,000
Equipment financing (Note 4)	89,986	115,084
Long term debt (Note 5)	1,782,678	1,595,415
	2,596,922	2,861,539
Net Financial Assets	2,682,178	781,866
Non-Financial Assets		
Tangible capital assets (Schedule 3)	22,292,774	20,381,200
Prepaid expenses	19,008	14,542
	22,311,782	20,395,742
Accumulated Surplus (Note 11)	24,993,960	21,177,608

Contingent liabilities and contractual obligations (Note 7)
 Contractual Rights (Note 8)
 Subsequent Events (Note 14)

Pamela Rooke

Pamela Rooke CPA, CMA
 Chief Financial Officer



Ron McLaughlin
 Mayor

**Village of Lions Bay
Statement of Operations**

For the year ended December 31	Financial Plan 2019	2019	2018
	(Note 9)		
Revenue (Schedules 1 & 2)			
Taxation (Note 6)	1,695,433	1,695,399	1,505,049
Utility user rate	1,138,127	1,138,467	1,089,217
Government transfers	2,413,179	2,025,628	573,393
Sale of services	177,723	259,359	186,465
Other revenues	118,751	214,912	177,240
Gain of sale of asset held for sale (Note 1)	2,353,539	1,810,716	-
Loss on disposal of tangible capital assets	-	(63,713)	-
	<u>7,896,752</u>	7,080,768	<u>3,531,364</u>
Expenses (Schedules 1&2)			
General departmental expenses	2,761,163	2,329,765	2,446,788
Water system operations	957,180	794,763	902,843
Sewer system operations	176,063	139,888	73,689
	<u>3,894,406</u>	3,264,416	<u>3,423,320</u>
Annual Surplus	4,002,346	3,816,352	108,044
Accumulated Surplus , beginning of year	<u>21,177,608</u>	21,177,608	<u>21,069,564</u>
Accumulated Surplus , end of year	<u>25,179,954</u>	24,993,960	<u>21,177,608</u>

Village of Lions Bay
Statement of Change in Net Financial Assets

For the year ended December 31	Financial Plan 2019	2019	2018
	(Note 9)		
Annual Surplus	4,002,346	3,816,352	108,044
Change in Tangible Capital Assets			
Acquisition of tangible capital assets	(3,170,594)	(2,532,333)	(312,093)
Amortization of tangible capital assets	736,619	557,046	497,670
Loss on disposal of tangible capital assets	-	63,713	-
Tangible capital assets transferred to assets held for sale (Note 1)	-	-	273,518
	(2,433,975)	(1,911,574)	459,095
Change in Other Non-Financial Assets			
Net acquisition of prepaid expenses	-	(4,466)	(13,525)
Change in net financial assets for the year	1,568,371	1,900,312	553,614
Net financial assets, beginning of year	781,866	781,866	228,252
Net financial assets, end of year	2,350,237	2,682,178	781,866

Village of Lions Bay		
Statement of Cash Flows		
For the year ended December 31	2019	2018
Cash provided by (used in)		
Operating transactions		
Annual surplus	3,816,352	108,044
Items not involving cash		
Amortization expense	557,046	497,670
Loss on disposal of tangible capital assets	63,713	-
Changes in non-cash operating balances		
Accounts receivable	(32,570)	151,190
Grants receivable	(808,962)	127,315
Assets held for sale	85,866	-
Developer deposits	36,500	6,000
Deferred revenue	(590,416)	(49,887)
Accounts payable	204,194	(333,398)
Sick, overtime, wellness and vacation payable	(77,060)	41,235
Prepaid expenses	(4,466)	(13,525)
	3,250,197	534,644
Capital transactions		
Cash used to acquire tangible capital assets	(2,532,333)	(312,093)
Financing transactions		
Repayment of equipment financing	(25,098)	(32,089)
Repayment of long-term debt principal	(192,737)	(122,041)
Issue of long-term debt	380,000	-
	162,165	(154,130)
Increase in cash and equivalents during the year	880,029	68,432
Cash and equivalents, beginning of year	2,900,857	2,832,436
Cash and equivalents, end of year	3,780,886	2,900,857
Supplemental information:		
Interest paid on long-term debt	78,343	108,858

Village of Lions Bay

Summary of Significant Accounting Policies

December 31, 2019

The Village of Lions Bay ("the Village") is a municipality in the province of British Columbia operating under the provisions of the Community Charter. The Village provides a wide range of services to the residents such as parks and recreation, fire and rescue, general government services, solid waste collection, and maintenance of roads, storm drainage, water and sewer infrastructure and facilities. The Village prepares its financial statements in accordance with Canadian public sector accounting standards ("PSAS") using guidelines developed by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada.

Basis of Accounting The basis of accounting followed in these financial statements is an accrual method and includes revenues in the period in which the transactions or events occurred that gave rise to the revenues and expenses in the period the goods and services are acquired and a liability is incurred.

The financial statements include the accounts of all funds of the Village. Interfund transactions and balances have been eliminated.

**Cash and
Cash Equivalents**

Cash and cash equivalents include bank balances and bank term deposits or guaranteed income certificates with duration of less than three months at the time of purchase. All amounts are held at Canadian chartered banks and are denominated in Canadian dollars.

**Tangible Capital
Assets**

Tangible capital assets are recorded at cost less accumulated amortization and are classified according to their functional use. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, legal fees and site preparation costs. Amortization is recorded on a straight-line basis over the estimated life of the tangible capital asset commencing once the asset is put into use. Contributed tangible capital assets are recorded at fair value at the time of the contribution.

Estimated useful lives of tangible capital assets are as follows:

Land improvements	7 to 40 years
Buildings	20 to 50 years
Storm sewer	25 to 50 years
Equipment, furniture, and vehicles	5 to 20 years
Infrastructure - water	5 to 80 years
Infrastructure - sewer	5 to 100 years
Roads	10 to 60 years
Other	5 to 60 years

Village of Lions Bay
Summary of Significant Accounting Policies

December 31, 2019

Revenue Recognition

Taxes are recorded when they meet the definition of an asset, have been authorized and the taxable event occurs. Taxes receivable are recognized net of allowance for anticipated uncollectible amounts.

Through the British Columbia Assessments appeal process, taxes may be adjusted by way of supplementary roll adjustments. The effects of these adjustments on taxes are recognized at the time they are awarded. Levies imposed by other taxing authorities, including the Greater Vancouver Regional District, are not included as taxes for municipal purposes.

Charges for sewer, water usage and solid waste collection are recorded as user fees. Connection fee revenues are recognized when the connection has been established.

Government transfers, which include legislative grants, are recognized in the financial statements when received if the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Government transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

Sales of service and other revenue is recognized on an accrual basis.

Use of Estimates

The preparation of financial statements in accordance with PSAS requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future. A significant area requiring management estimates relates to the useful life of tangible assets for amortization calculations.

Village of Lions Bay
Summary of Significant Accounting Policies

December 31, 2019

Financial Instruments The Village's financial instruments consist of cash and cash equivalents, accounts receivable, grants receivable, accounts payable, sick, overtime, wellness and vacation payable, developer deposits, equipment financing and long-term debt. Unless otherwise noted, it is management's opinion that the Village is not exposed to significant interest, currency or credit risk arising from these financial instruments.

Deferred Revenue Funds received for specific purposes which are externally restricted by legislation, regulation or agreement and are not available for general municipal purposes are accounted for as deferred revenue on the statement of financial position. The revenue is recognized in the statement of operations in the year in which it is used for the specified purpose.

Contaminated Sites Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. Liabilities are recorded net of any expected recoveries.

A liability for remediation of contaminated sites is recognized when all of the following criteria are met:

1. an environmental standard exists;
2. contamination exceeds the environmental standard;
3. the Authority is directly responsible or accepts responsibility;
4. it is expected that future economic benefits will be given up; and
5. a reasonable estimate of the amount can be made.

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site. There is no liability for contaminated sites recorded as at December 31, 2019 or 2018.

**Village of Lions Bay
Notes to Financial Statements**

December 31, 2019

1. Assets Held for Sale

During 2017, the Village listed a parcel of land as available for sale. The net book value of the land previously classified in tangible capital assets was \$85,866. The land sold in April 2019 with a gain on sale of \$1.81 million.

In 2018, the Village listed another parcel of land as available for sale. The net book value of the land previously classified in tangible capital assets is \$273,518 and remains unsold at December 31, 2019.

2. Deferred Revenue

	2019	2018
Contributions for future use	14,209	-
Government transfers	-	600,839
Prepaid taxes	32,702	36,488
	46,911	637,327

3. Developer Deposits

Bylaw 497 requires an applicant for certain building permits to pay a damage deposit of \$1,500 when the work is under \$50,000 and \$3,000 when the work is over \$50,000. The deposit less any costs incurred by the Village in restoring or replacing any damaged works or property will be returned to the applicant. The total cash on deposit of \$180,500 (2018 - \$144,000) has been reported as a liability because the deposits will be returned to the applicants at the completion of the project. Any portion of these deposits used for replacing damaged works or property will be taken into income by the Village in the period it is determined that restoration or replacement is required.

**Village of Lions Bay
Notes to Financial Statements**

December 31, 2019

4. Equipment Financing

The Village has entered into obligations for emergency radios with future payment requirements as follows:

2020	17,874
2021	17,874
2022	17,874
2023	17,874
2024	17,874
Thereafter	8,937
Total future minimum lease payments	98,307
Less: Imputed interest (at 3%)	(8,321)
Present value of minimum lease payments	89,986

5. Long-term Debt

Loan Authorization Bylaw No. 353 was adopted on January 20th, 2005 and gave approval for the Village to borrow up to \$250,000 to assist in providing water services to the specified area of Brunswick Beach whose owners had opted to finance their share of costs over twenty years through a local parcel tax. The actual amount of the loan honoured was \$114,000. The interest rate is 5.1% and the debt matures in 2025. The balance outstanding under this bylaw at year-end was \$40,403 (2018 - \$46,563).

Loan Authorization Bylaw No. 401 and 374 were respectively adopted on June 2, 2008 and September 19, 2006 and gave approval for the Village to borrow up to \$800,000 and \$600,000 to assist in providing construction improvements to the water system servicing the Village of Lions Bay. The interest rate was reduced to 2.90% effective November 20, 2018 (previously 5.15%) and the debt matures in 2028. The balance outstanding under the bylaws at year-end was \$765,947 (2018 - \$835,539).

Loan Authorization Bylaw No. 380 was adopted on September 19, 2006 and gave approval for the Village to borrow up to \$1,300,000 to assist in providing construction improvements to the Village of Lions Bay road system. In 2008, Council reduced the approved borrowing for the bylaw to \$500,000 and \$250,000 was borrowed. The interest rate was reduced to 2.90% effective November 20, 2018 (previously 5.15%) and the debt matures in 2028. The balance outstanding under this bylaw at year-end was \$136,776 (2018 - \$149,203).

Village of Lions Bay
Notes to Financial Statements

December 31, 2019

5. Long-term Debt (con't)

Loan Authorization Bylaw No. 508 was adopted on December 6, 2016 and gave approval for the Village to borrow up to \$3,000,000 to assist in providing construction improvements to the Village's water and stormwater distribution network, the water storage system and bridges. In 2017, the Village borrowed \$460,900 for the replacement of the Village's water storage facilities. The interest rate is 3.15% and the debt matures in 2047. The balance outstanding under this bylaw at year-end was \$441,234 (2018 - \$451,212). The authorized but unissued balance at year-end was \$2,539,100. Subsequent to December 31, 2019, the Village borrowed \$600,000 for the purpose of funding a water capital project. The interest rate is 1.99% and the debt matures in 2040.

During 2017, the Village borrowed \$145,000 through the MFA Equipment Financing program to purchase a backhoe. The interest rate is variable based on the Canadian Dollar Offered Rate (CDOR) and was 2.54% at December 31, 2019 (2.80% at December 31, 2018). The debt matures in 2022 and the balance outstanding at year-end was \$85,028 (2018 - \$112,898).

During 2019, the Village borrowed \$380,000 through the MFA Equipment Financing program to purchase five trucks for Public Works. The interest rate is variable based on the Canadian Dollar Offered Rate (CDOR) and was 2.54% at December 31, 2019. The debt matures in 2024 and the balance outstanding at year-end was \$313,290.

Repayments of debt to the Municipal Finance Authority of BC (MFABC) required in the next five years and thereafter are as follows:

2020	205,181
2021	211,681
2022	215,266
2023	194,303
2024	121,710
Thereafter	834,537
	1,782,678

Village of Lions Bay
Notes to Financial Statements

December 31, 2019

6. Taxation

	Financial Plan 2019	2019	2018
	(Note 9)		
General purposes	1,684,848	1,684,814	1,494,464
Collections for other tax authorities			
School Taxes – Province	-	892,062	811,852
RCMP	-	145,088	154,253
Regional District	-	48,463	50,222
Greater Vancouver Transportation Authority	-	212,167	211,168
Municipal Finance Authority	-	190	198
British Columbia Assessment Authority	-	37,283	40,219
	<u>1,684,848</u>	<u>3,020,067</u>	<u>2,762,376</u>
Transfers to other tax authorities			
School Taxes – Province	-	892,062	811,852
RCMP	-	145,088	154,253
Regional District	-	48,463	50,222
Greater Vancouver Transportation Authority	-	212,167	211,168
Municipal Finance Authority	-	190	198
British Columbia Assessment Authority	-	37,283	40,219
	<u>-</u>	<u>1,335,253</u>	<u>1,267,912</u>
Available for general purposes	1,684,818	1,684,814	1,494,464
Water utility parcel taxes	10,585	10,585	10,585
	<u>1,695,433</u>	<u>1,695,399</u>	<u>1,505,049</u>

Village of Lions Bay
Notes to Financial Statements

December 31, 2019

7. Contingent Liabilities and Contractual Obligations

- (i) The Village is responsible as a member of the Greater Vancouver Regional District for its portion of any operating deficits or capital debt related to functions in which it participates.
- (ii) The Village is a participant in the Municipal Insurance Association of British Columbia (the "Association"). Should the Association pay out claims in excess of the premiums received, it is possible that the Village, along with the other participants, would be required to contribute towards the deficit. Management does not consider external payments under this contingency to be likely and therefore no amounts have been accrued.
- (iii) The Village is a shareholder and member of the Emergency Communications for British Columbia Incorporated ("E-Comm") whose services provided include: regional 9-1-1 call centre; Wide Area Radio network, dispatch operations; and records management. The Village has 1 Class A Share (Police and Fire) and no Class B Shares (Operations) (of a total of 28 Class A and 23 Class B shares issued and outstanding as at December 31, 2019) recorded at nominal cost. As a Class A shareholder, the Village shares in both funding the future operations and capital obligations of E-Comm (in accordance with a cost sharing formula), including any lease obligations committed to by E-Comm up to the shareholder's withdrawal date.
- (iv) Under borrowing arrangements with MFA, the Village is required to lodge security by means of demand notes and interest bearing cash deposits based on the amount of the borrowing. As a condition of these borrowings, a portion of the debenture proceeds is withheld by the MFA as a debt reserve fund. These deposits are held by the MFA as security against the possibility of debt repayment default. If the debt is repaid without default, the deposits are refunded to the Village. The balance of the deposits and contingent demand notes are not included in the financial statements of the Village.
- (v) The Village is the subject to litigation in regard to employment matters. In addition, the Village is from time to time involved in other lawsuits. The Village vigorously defends any such claims. At December 31, 2019 there is not sufficient information available to allow the Village to make a reasonable estimate of the potential for loss, if any, resulting from outstanding matters. Accordingly, these financial statements contain no provision for such amounts. Amounts will be recorded in the financial statements in the period in which additional information becomes available that allows a reasonable estimate to be made.

**Village of Lions Bay
Notes to Financial Statements**

December 31, 2019

8. Contractual Rights

The Village entered into a lease contract for space in a building located at 410 Centre Road which expires in July 2030. In return, the Village receives the following revenues:

2020	23,882
2021	25,760
2022	25,760
2023	25,760
2024	25,760
Thereafter	159,927

9. Financial Plan

Financial plan amounts represent the Financial Plan Bylaw adopted by Council on May 7, 2019 with adjustments for items accounted for differently under PSAS.

The Financial Plan Bylaw anticipated use of surpluses accumulated in previous years to balance against current year expenditures in excess of current year revenues. In addition, the Financial Plan Bylaw anticipated capital expenditures rather than amortization expense and repayment of debt during the year.

The following shows how these amounts were combined:

	2019
Financial Plan Bylaw surplus for the year	-
Add back:	
Capital expenditures	3,170,594
Repayment of Debt	178,273
MFA Actuarial Gain on Debt	26,901
Budgeted transfers to accumulated surplus	1,743,197
Less:	
Proceeds from Borrowing	(380,000)
Amortization	(736,619)
	4,002,346

Village of Lions Bay
Notes to Financial Statements

December 31, 2019

10. Pension Plan

The employer and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2018, the plan has about 205,000 active members and approximately 101,000 retired members. Active members include approximately 40,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation for the Municipal Pension Plan as of December 31, 2018, indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis.

The next valuation will be as at December 31, 2021, with results available in 2022.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

The Village paid \$87,399 (2018 - \$82,837) for employer contributions while employees contributed \$77,802 (2018 - \$72,828) to the plan in fiscal 2019.

**Village of Lions Bay
Notes to Financial Statements**

December 31, 2019

11. Accumulated Surplus

The components of accumulated surplus are as follows:

	2019	2018
Invested in tangible capital assets	20,420,110	18,670,701
Reserve funds (Note 12)	2,264,396	918,804
Unrestricted amounts	2,309,454	1,588,103
	24,993,960	21,177,608

12. Reserve Funds

	Opening Balance	Revenues & Transfers	Interest Earned	Expenditures & Transfers	Closing Balance
Capital reserves	621,876	-	9,950	-	631,826
Land reserve fund	-	1,810,716	12,637	(757,605)	1,065,748
Infrastructure fund	-	144,658	1,157	-	145,815
Curly Stewart fund	8,315	-	133	-	8,448
Gas tax reserve	288,613	118,381	5,565	-	412,559
	918,804	2,073,755	29,442	(757,605)	2,264,396

Village of Lions Bay
Notes to Financial Statements**December 31, 2019**

13. Segmented Information

The Village is a diversified municipal government institution that provides a wide range of services to its residents such as parks and recreation, maintenance of roads, fire and rescue, sewer and water utilities and solid waste collection. Key functional segments have been separately disclosed in Schedule 1. Following is a brief description of these segments and the activities they provide:

General Government

This segment relates to the general administration of the Village. It also includes revenues and expenses such as property tax revenues, legal costs, etc. that cannot be directly attributed to a specific segment.

Protective Services

Protective Services is comprised of fire and rescue services, bylaw enforcement and emergency services. The fire and rescue department is responsible for providing fire suppression service, fire prevention programs, training and education and highway call-out services. The members of the fire department are volunteer fire fighters.

Public Works Operation

Public works is responsible for the maintenance of roads, bridges, storm drainage, street lighting, creeks and drainage, fleet, equipment and snow removal.

Solid Waste Collection

Solid waste collection consists of recycling services and organics and waste collection.

Planning and Development

This segment includes building inspection, zoning and community planning such as land use master plan.

Parks and Recreation

This segment provides services meant to improve the health and development of the residents. They include recreation programs in the community centre, maintenance of trails, parks and beaches and facilities maintenance and management.

Water Utility

This segment is comprised of water treatment, water quality, water storage and water distribution to residents.

Village of Lions Bay
Notes to Financial Statements

December 31, 2019

13. Segmented Information (con't)

Sewer Utility

The sewer utility provides for the operation, maintenance and repair of the sanitary sewer collection and waste water treatment plant.

14. Subsequent Events

Subsequent to year end, the impact of COVID-19 in Canada and on the global economy increased significantly. As the impacts of COVID-19 continue, there could be further impact on the Village, its residents, employees, suppliers and other third party business associates that could impact the timing and amounts realized on the Village's assets and future ability to deliver services and projects. At this time, the full potential impact of COVID-19 on the Village is not known. Although the disruption from the virus is expected to be temporary, given the dynamic nature of these circumstances, the duration of disruption and the related financial impact cannot be reasonably estimated at this time. The Village will continue to focus on collecting receivables, managing expenditures, and leveraging existing reserves to ensure it is able to continue providing essential services to its citizens.

DRAFT

Village of Lions Bay
Schedule 1 - Combined Statement of Operations by Segment

For the year ended December 31, 2019

	General Fund						Total General Fund	Water Utility	Sewer Utility	2019 Actual	2019 Financial Plan (Note 9)
	General Government	Protective Services	Public Works Operation	Solid Waste Collection	Planning and Development	Parks and Recreation					
Revenues											
Taxation	1,684,814	-	-	-	-	-	1,684,814	10,585	-	1,695,399	1,695,433
Utility user rates	-	-	-	186,697	-	-	186,697	879,494	72,276	1,138,467	1,138,127
Government transfers	418,603	8,674	-	-	-	650	427,927	1,597,701	-	2,025,628	2,413,179
Sales of services	22,920	98,884	325	4,366	98,048	14,510	239,053	18,289	2,017	259,359	177,723
Other revenues	135,607	42,545	-	-	-	-	178,152	36,760	-	214,912	118,751
Gain on sale of asset held for sale	1,810,716	-	-	-	-	-	1,810,716	-	-	1,810,716	2,353,539
Loss on disposal of tangible capital assets	-	-	(5,327)	-	-	-	(5,327)	(58,386)	-	(63,713)	-
	4,072,660	150,103	(5,002)	191,063	98,048	15,160	4,522,032	2,484,443	74,293	7,080,768	7,896,752
Expenses											
Operating											
Goods and Services	161,097	217,062	255,430	187,969	7,864	91,908	921,330	278,025	64,585	1,263,940	1,534,222
Labour	521,476	177,760	185,248	-	31,099	129,106	1,044,689	302,510	17,888	1,365,087	1,541,653
Amortization	342,739	-	-	-	-	-	342,739	156,892	57,415	557,046	736,619
	1,025,312	394,822	440,678	187,969	38,963	221,014	2,308,758	737,427	139,888	3,186,073	3,812,494
Interest	-	2,445	18,562	-	-	-	21,007	57,336	-	78,343	81,912
	1,025,312	397,267	459,240	187,969	38,963	221,014	2,329,765	794,763	139,888	3,264,416	3,894,406
Annual surplus (deficiency)	3,047,348	(247,164)	(464,242)	3,094	59,085	(205,854)	2,192,267	1,689,680	(65,595)	3,816,352	4,002,346

Village of Lions Bay
Schedule 2 - Combined Statement of Operations by Segment

For the year ended December 31, 2018

	General Fund						Total General Fund	Water Utility	Sewer Utility	2018 Actual	2018 Financial Plan
	General Government	Protective Services	Public Works Operation	Solid Waste Collection	Planning and Development	Parks and Recreation					
Revenues											
Taxation	1,494,464	-	-	-	-	-	1,494,464	10,585	-	1,505,049	1,505,015
Utility user rates	-	-	-	183,570	-	-	183,570	837,613	68,034	1,089,217	1,089,217
Government transfers	369,358	-	-	-	-	10,500	379,858	193,535	-	573,393	2,612,116
Sales of services	14,670	63,961	-	4,986	58,857	20,374	162,848	21,056	2,561	186,465	203,556
Other revenues	78,967	77,171	-	-	-	-	156,138	21,102	-	177,240	148,524
Gain on sale of asset held for sale	-	-	-	-	-	-	-	-	-	-	3,124,994
	1,957,459	141,132	-	188,556	58,857	30,874	2,376,878	1,083,891	70,595	3,531,364	8,683,422
Expenses											
Operating											
Goods and Services	198,306	261,721	247,411	189,389	21,916	108,116	1,026,859	369,418	46,387	1,442,664	1,702,003
Labour	568,538	134,989	190,536	-	28,366	156,311	1,078,740	282,493	12,895	1,374,128	1,397,711
Amortization	321,477	-	-	-	-	-	321,477	161,786	14,407	497,670	588,976
	1,088,321	396,710	437,947	189,389	50,282	264,427	2,427,076	813,697	73,689	3,314,462	3,688,690
Interest	-	3,063	16,649	-	-	-	19,712	89,146	-	108,858	111,956
	1,088,321	399,773	454,596	189,389	50,282	264,427	2,446,788	902,843	73,689	3,423,320	3,800,646
Annual surplus (deficiency)	869,138	(258,641)	(454,596)	(833)	8,575	(233,553)	(69,910)	181,048	(3,094)	108,044	4,882,776

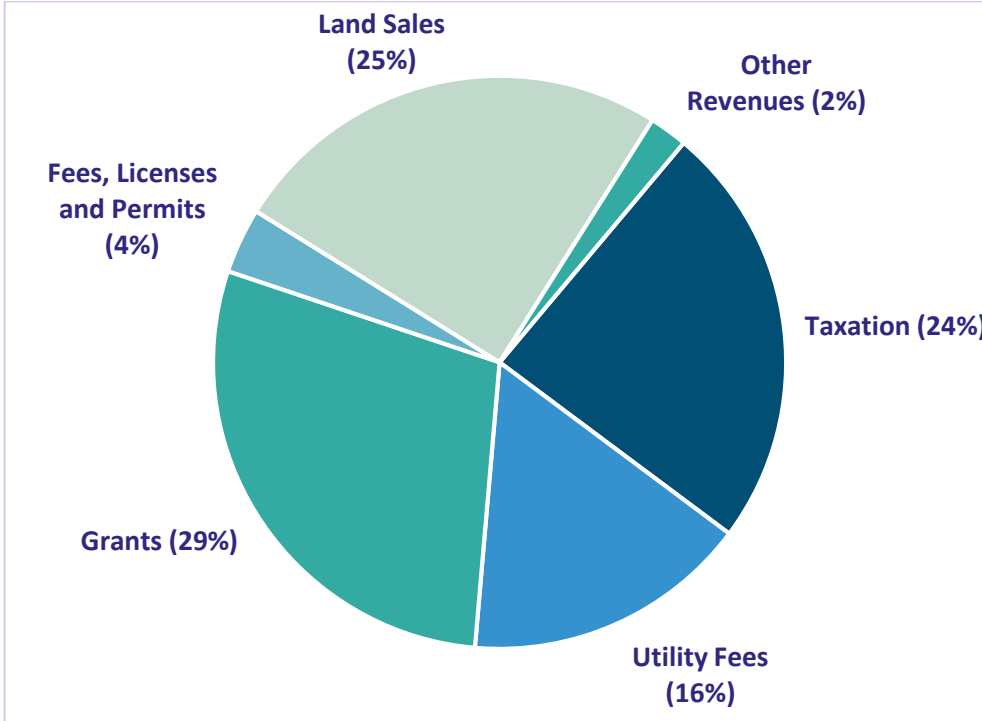
**Village of Lions Bay
Schedule 3 - Tangible Capital Assets**

For the year ended December 31, 2019

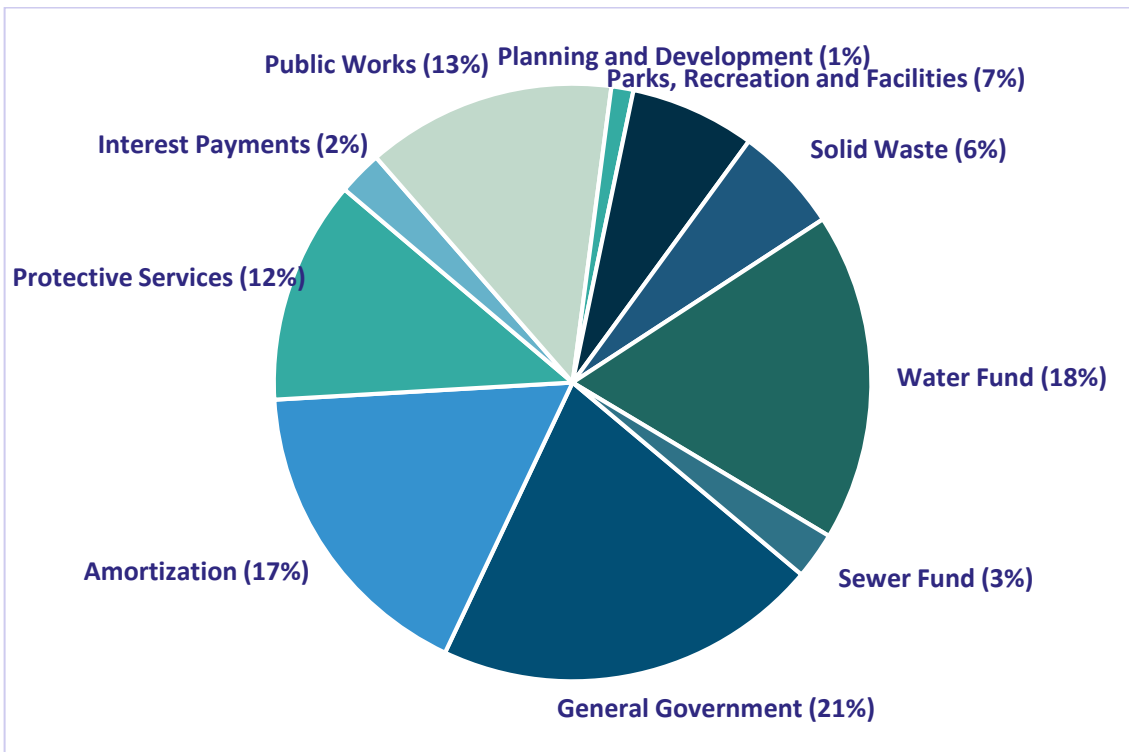
	Land	Buildings	Equipment & Furniture & Vehicles	Land Improvements	Water	Sewer	Roads	Storm Sewer	Other	WIP – General	2019 Total	2018 Total
Cost, beginning of year	11,695,765	2,250,854	2,147,053	201,125	7,190,170	795,715	4,357,566	101,450	81,801	418,188	29,239,687	29,201,112
Additions	-	26,985	451,352	58,228	19,991	-	-	-	-	1,975,777	2,532,333	398,555
Disposals	-	-	(174,731)	-	(69,331)	-	-	-	-	-	(244,062)	(359,980)
Cost, end of year	11,695,765	2,277,839	2,423,674	259,353	7,140,830	795,715	4,357,566	101,450	81,801	2,393,965	31,527,958	29,239,687
Accumulated amortization, beginning of year	-	837,207	1,445,017	93,568	2,909,230	600,923	2,876,407	79,774	16,361	-	8,858,487	8,360,817
Amortization	-	57,503	166,847	12,301	156,892	57,415	103,210	1,242	1,636	-	557,046	497,670
Disposals	-	-	(169,404)	-	(10,945)	-	-	-	-	-	(180,349)	-
Accumulated amortization, end of year	-	894,710	1,442,460	105,869	3,055,177	658,338	2,979,617	81,016	17,997	-	9,235,184	8,858,487
Net carrying amount, end of year	11,695,765	1,383,129	981,214	153,484	4,085,653	137,377	1,377,949	20,434	63,804	2,393,965	22,292,774	20,381,200

Supplemental Information

Breakdown of 2019 Revenues



Breakdown of 2019 Expenses



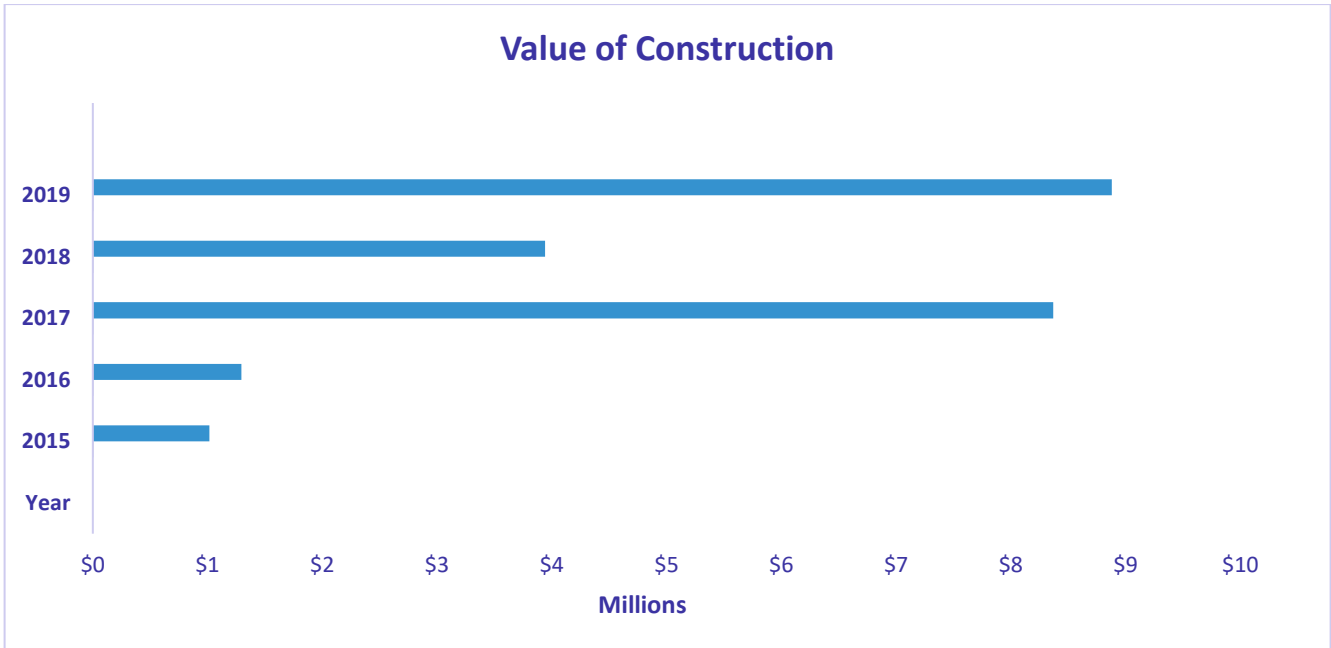
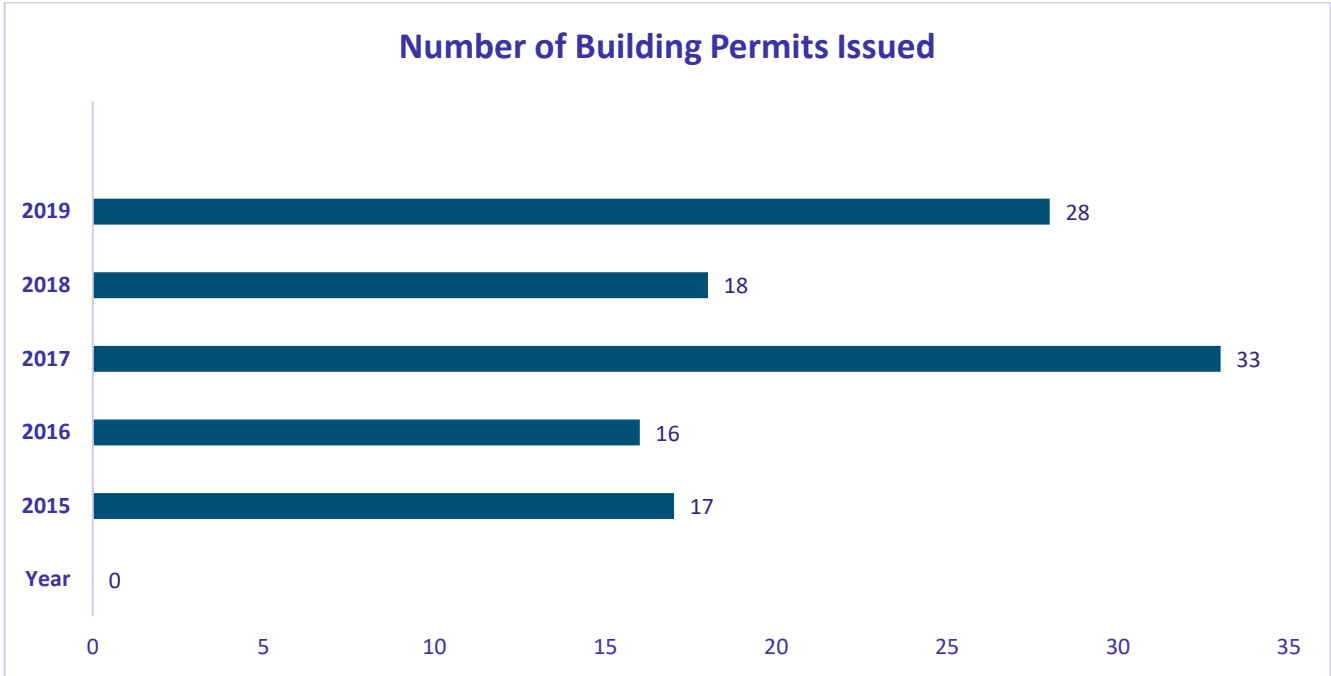
**2019 RESIDENTIAL TAX RATES
METRO VANCOUVER MUNICIPALITIES
(TAX RATE PER \$1,000 ASSESSED VALUE)**

2.8326	MAPLE RIDGE
2.6307	PITT MEADOWS
2.4499	NEW WESTMINSTER
2.3986	PORT MOODY
2.3611	PORT COQUITLAM
2.3429	DELTA
2.3236	LANGLEY
2.3005	WHITE ROCK
2.1066	BOWEN ISLAND
2.0941	LANGLEY
1.9838	COQUITLAM
1.7568	SURREY
1.7028	LIONS BAY
1.6928	NORTH VANCOUVER
1.6614	NORTH VANCOUVER
1.5493	RICHMOND
1.5119	BURNABY
1.4342	WEST VANCOUVER
1.3644	ANMORE
1.3357	VANCOUVER
1.1219	BELCARRA

Building Permit Statistics

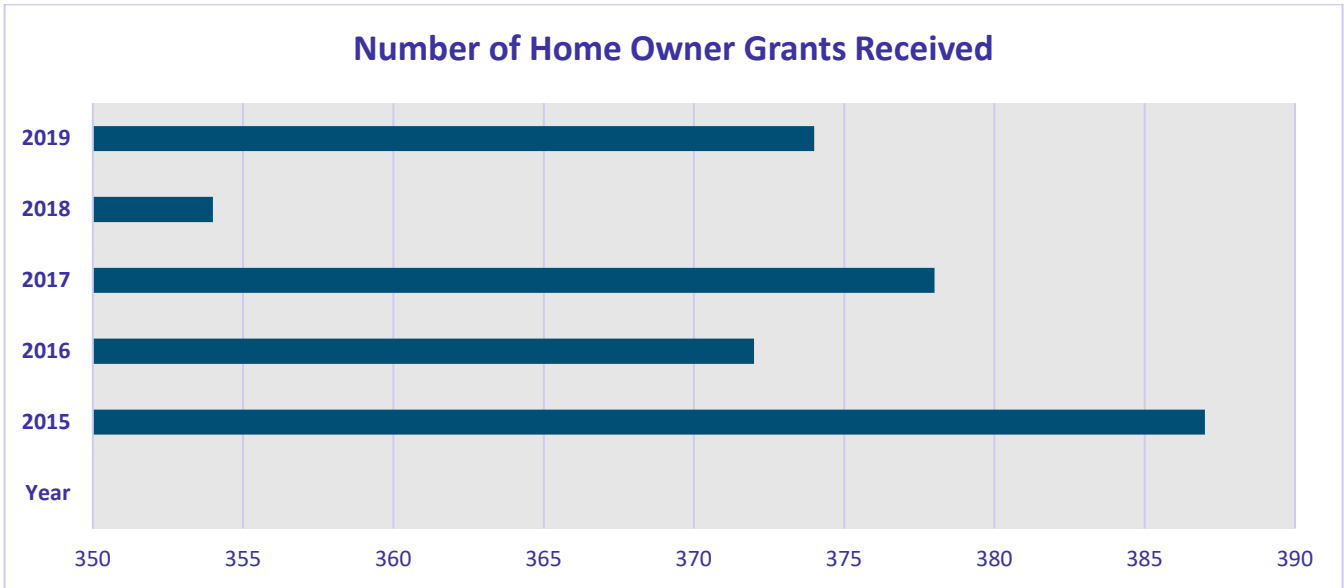
Year	# of permits issued	Value of construction	# of new builds	# of renovations
2015	17	1,016,014	0	17
2016	16	1,294,999	0	16
2017	33	8,369,174	5	28
2018	18	3,939,850	0	18
2019	28	8,877,805	4	24

**2019 includes \$2,711,000 for a Municipal Project*

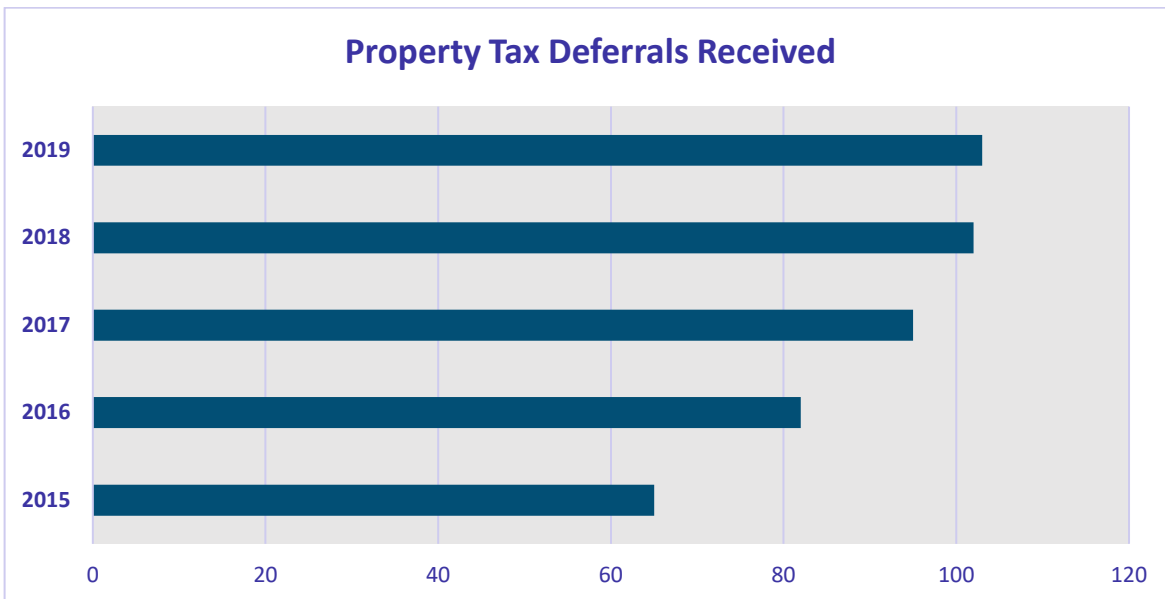


Property Tax Statistics – Home Owner Grants

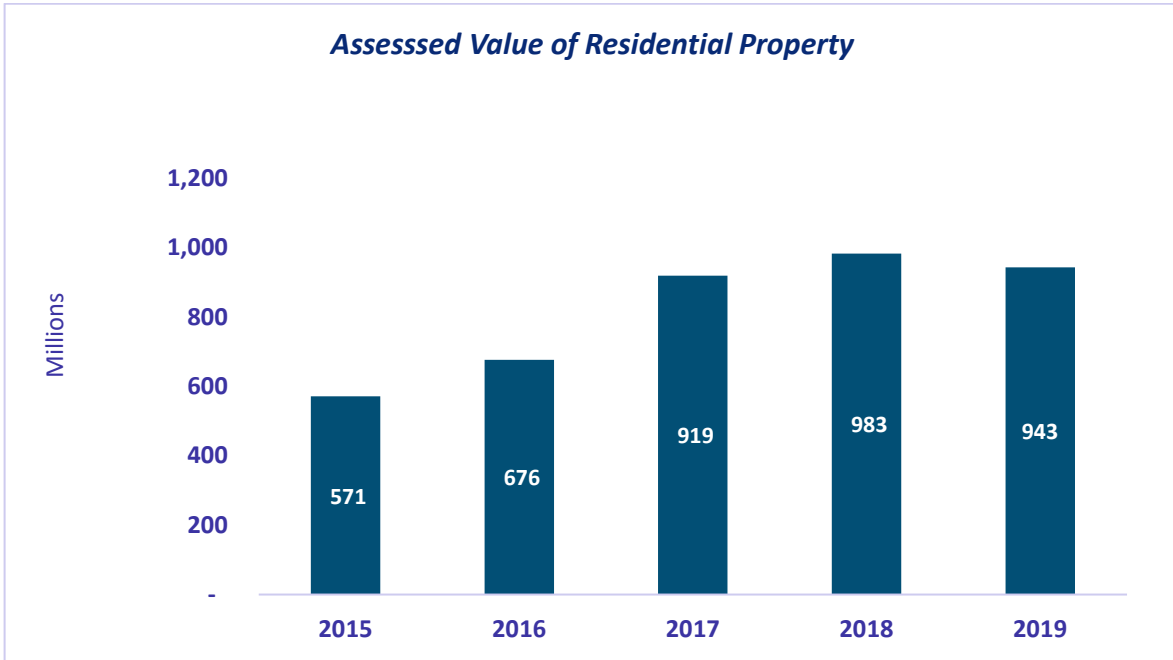
Year	HOGs Claimed	Online Applications	Value	Additional	Regular
2015	387	35	\$256,776	148	239
2016	372	42	\$244,215	143	229
2017	378	67	\$247,150	141	237
2018	354	61	\$228,400	155	199
2019	374	77	\$249,845	164	210



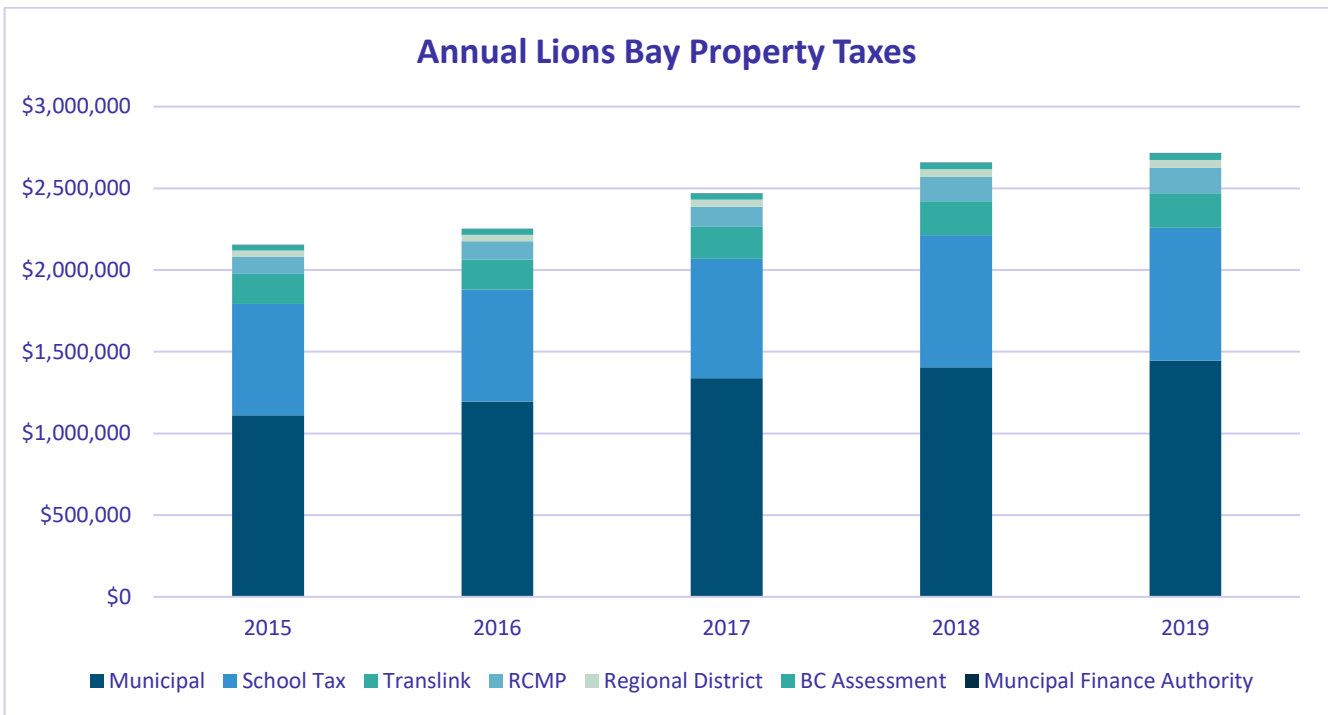
Property Tax Deferrals		
Year	Applications	Value of Property Taxes
2015	65	\$241,623
2016	82	\$294,336
2017	95	\$382,394
2018	102	\$456,522
2019	103	\$554,948



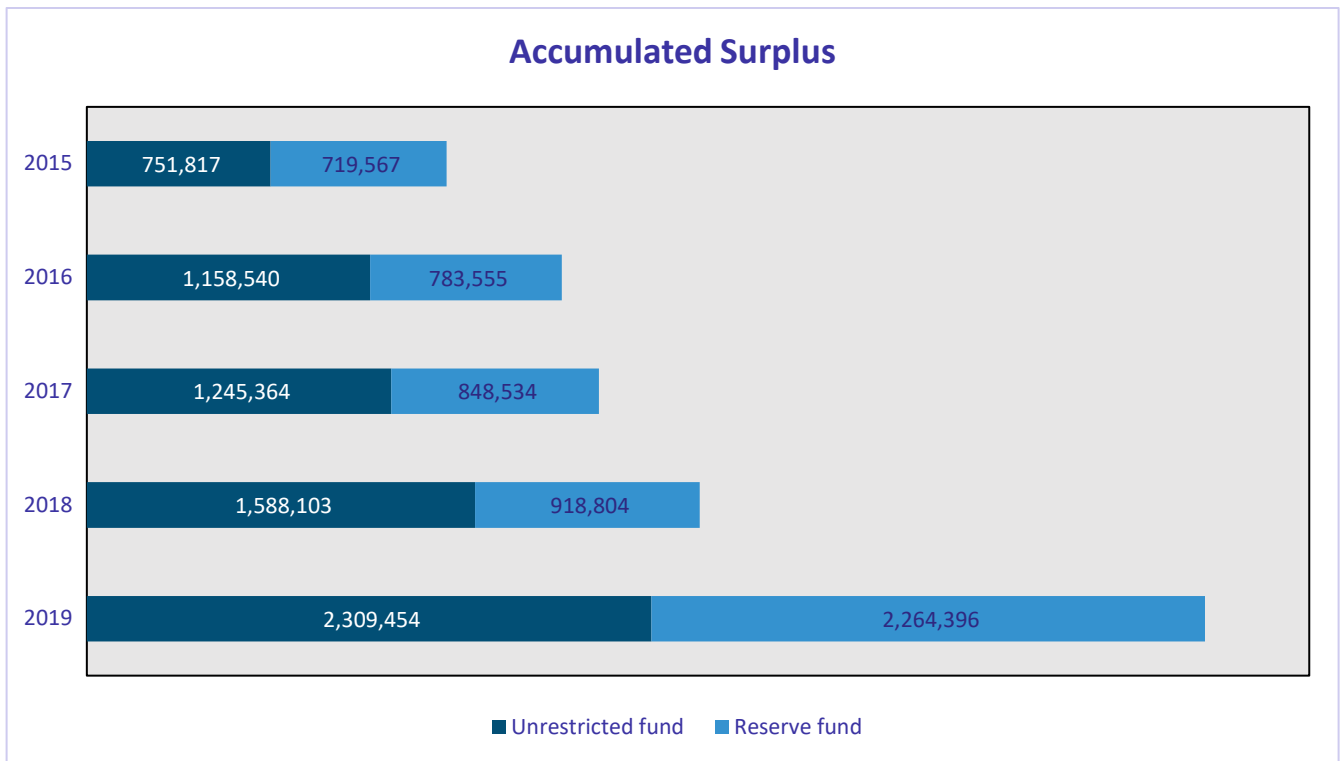
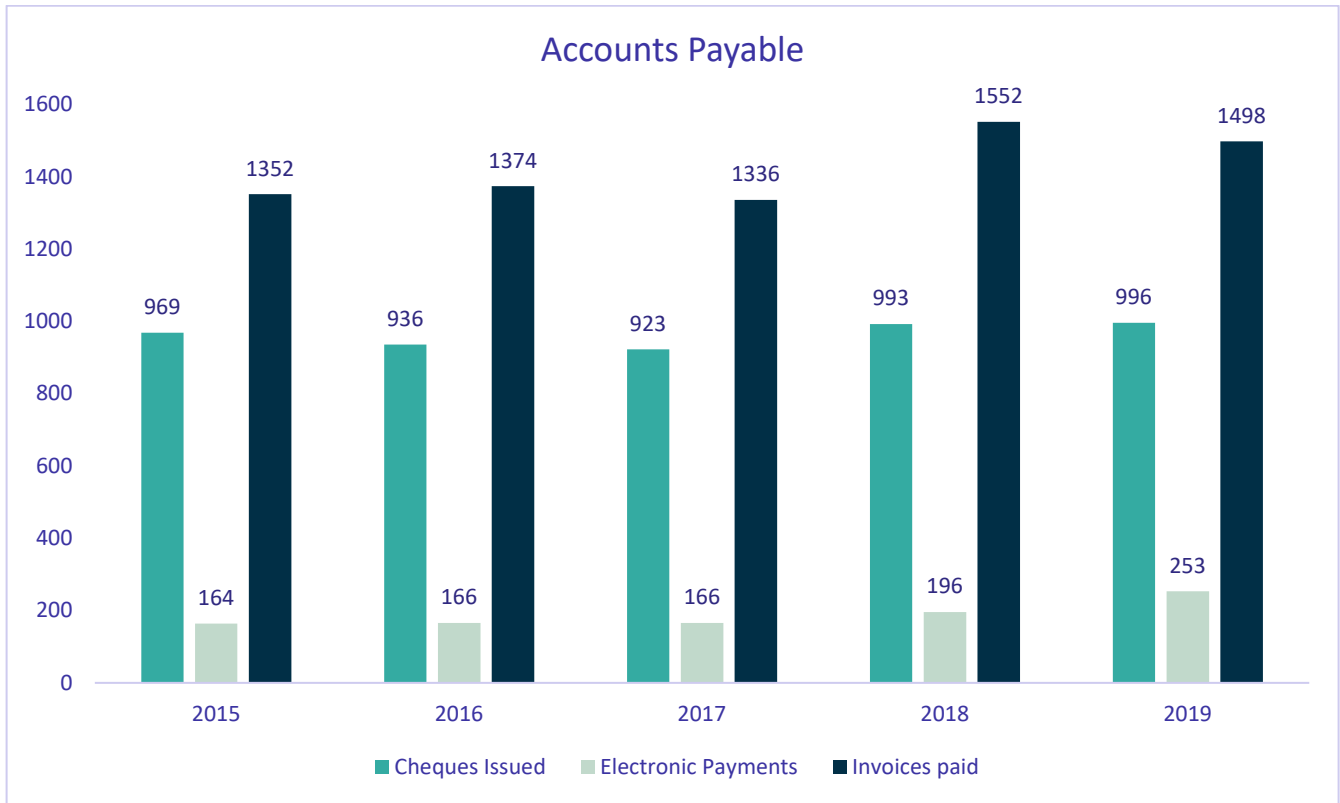
Property Assessments



	2015	2016	2017	2018	2019
Residential Value (millions)	571,139	676,122	919,325	982,961	943,344
Change over previous year:	6.0%	18.4%	36.0%	6.9%	-4.0%

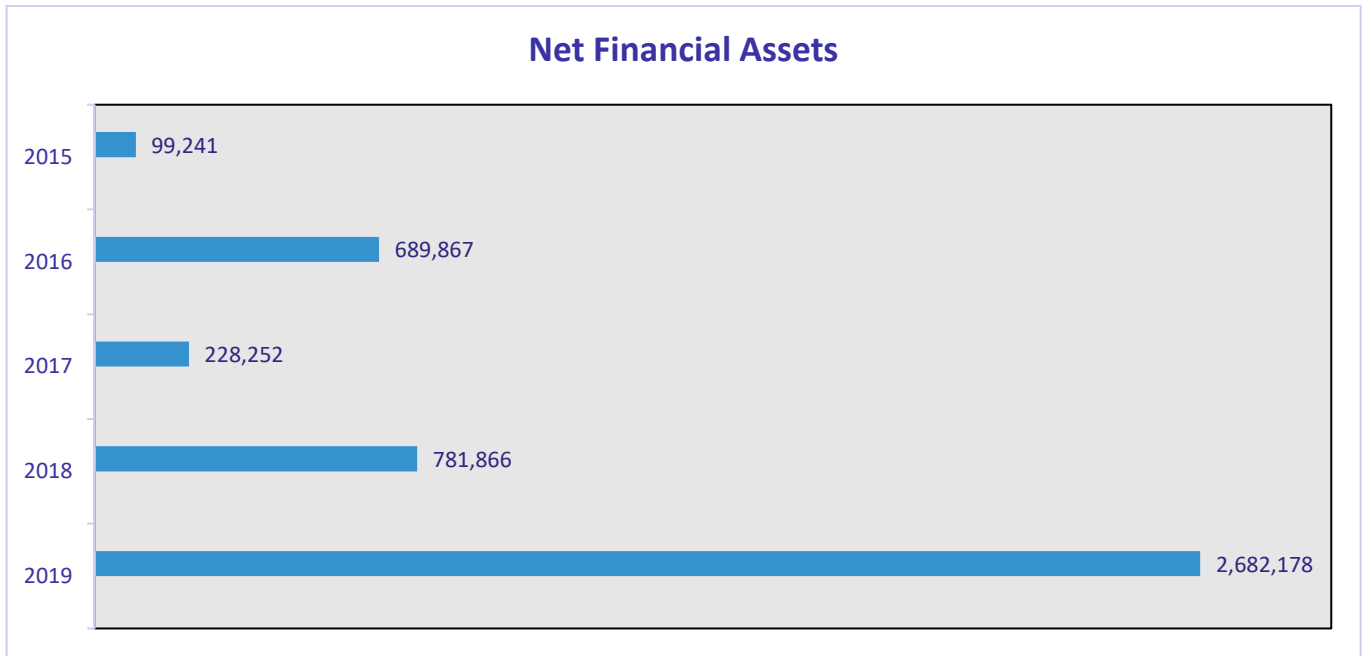


Financial Indicators

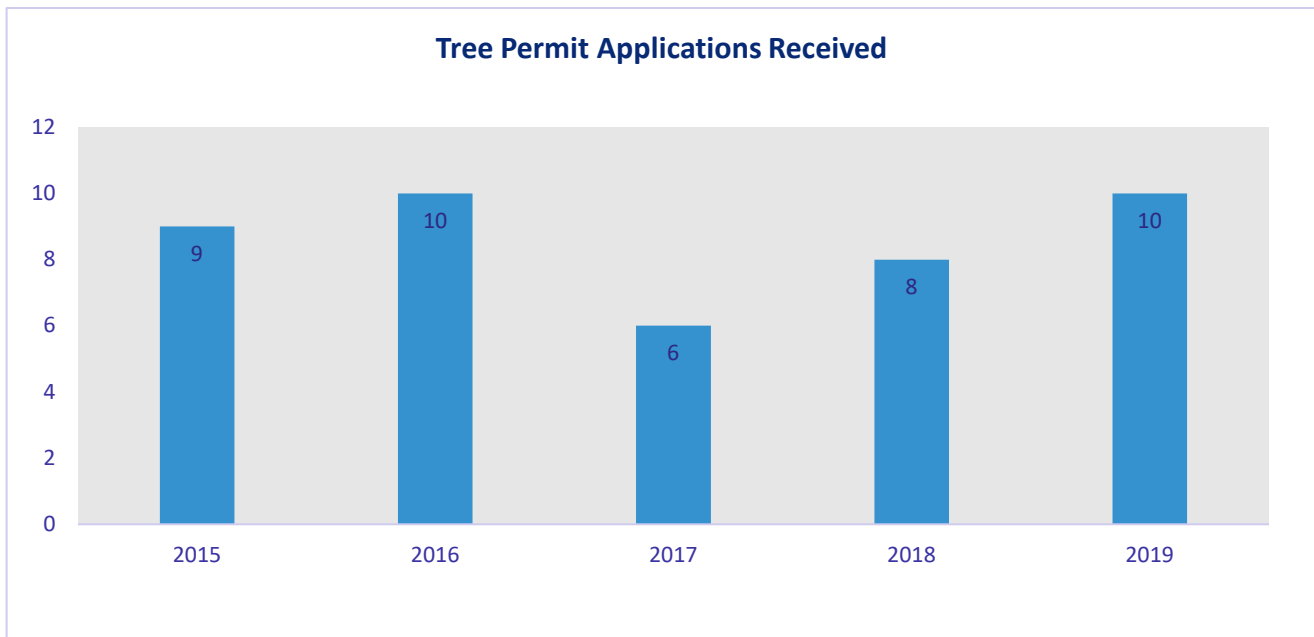
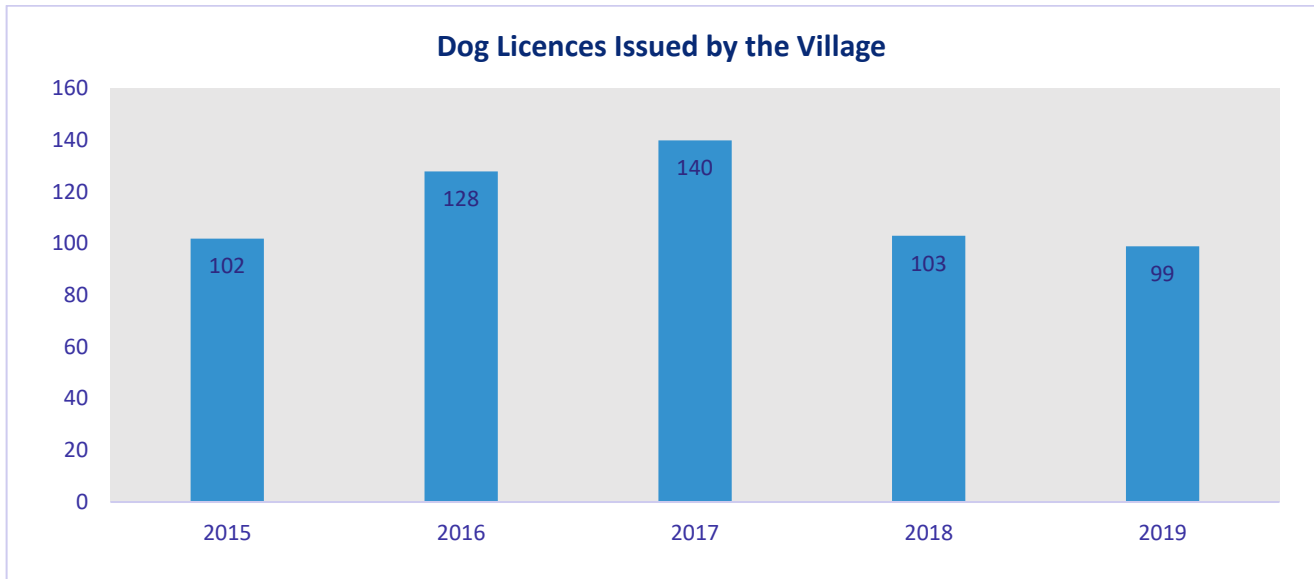


Accumulated Surplus:

	2019	2018	2017	2016	2015
Unrestricted fund	2,309,454	1,588,103	1,245,364	1,158,540	751,817
Reserve fund	2,264,396	918,804	848,534	783,555	719,567
Capital fund	20,420,110	18,670,701	18,975,666	18,415,256	18,633,965
	24,993,960	21,177,608	21,069,564	20,357,351	20,105,349



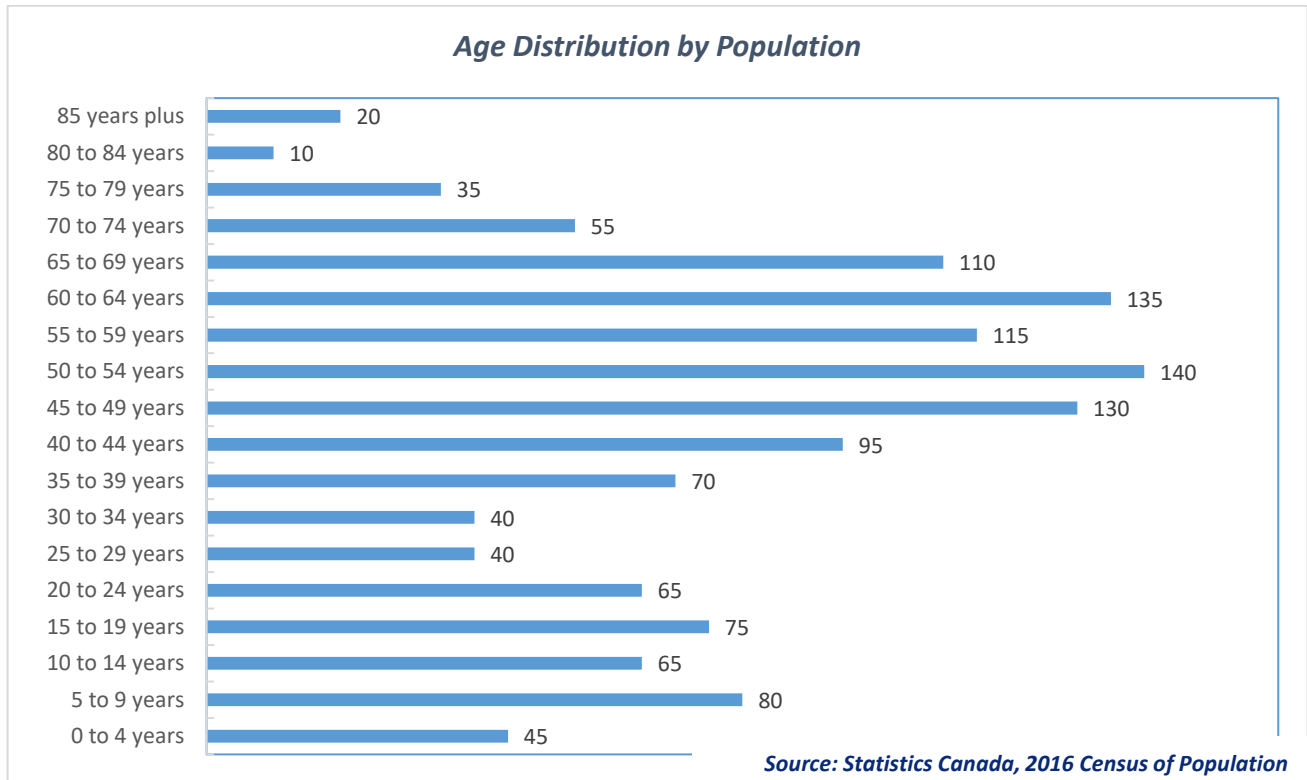
Dog Licenses, Tree Permits, Recreation



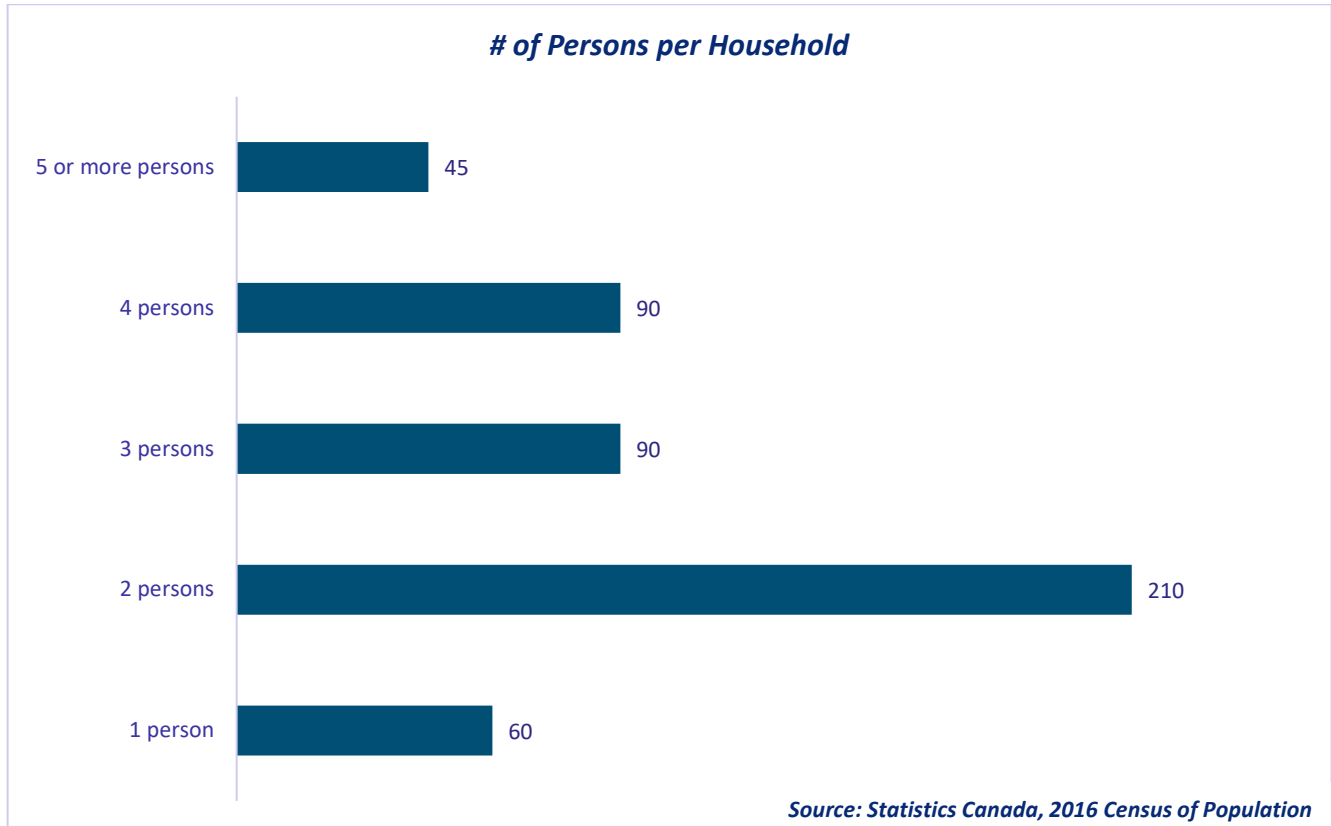
Film Permit Statistics

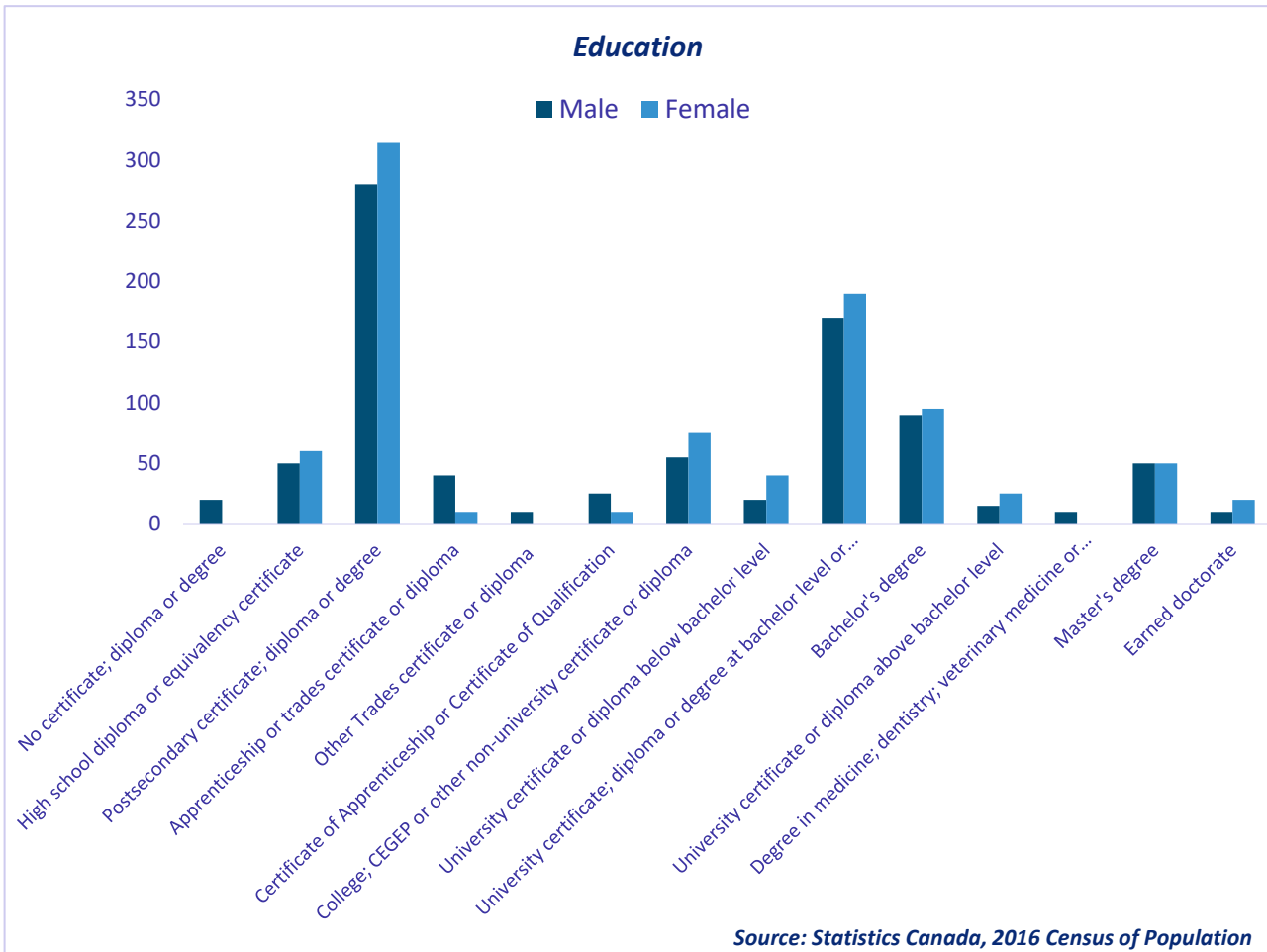
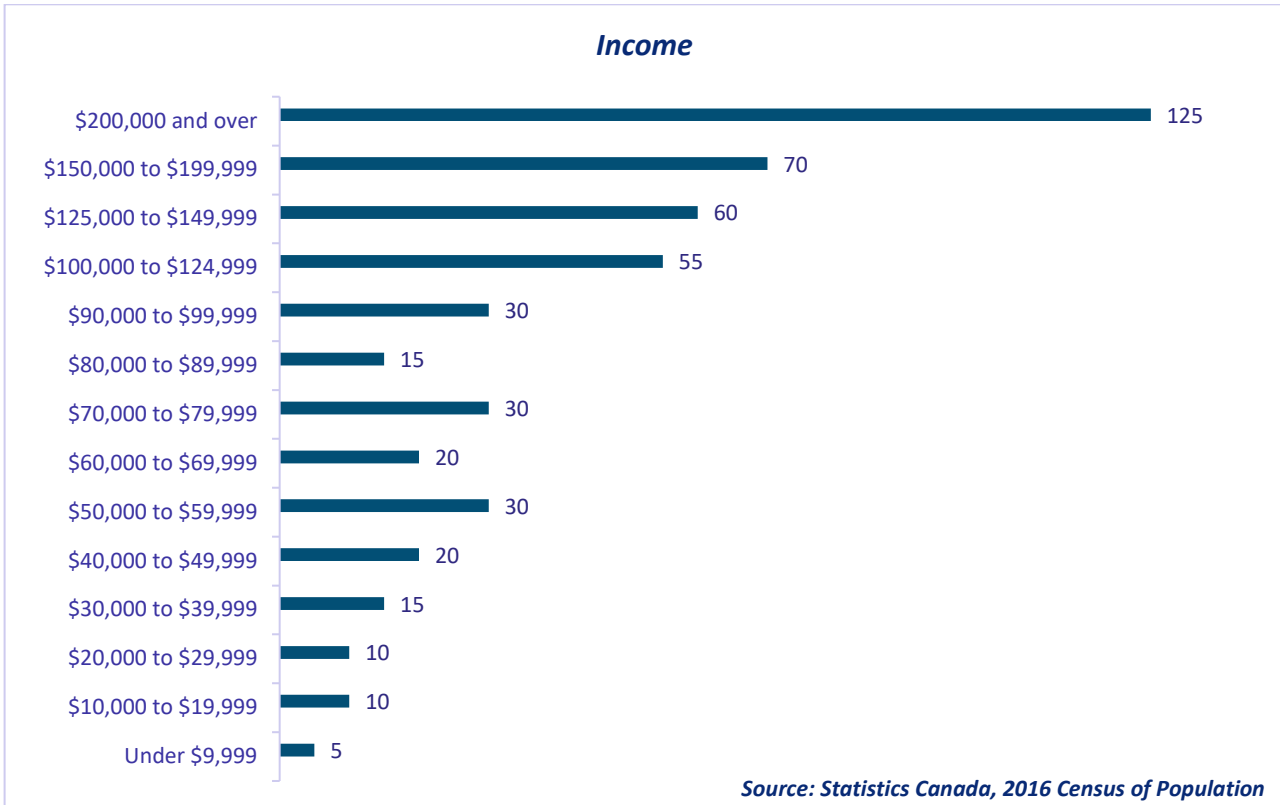
	2019	2018	2017	2016	2015
Permits issued	7	5	5	4	6
Revenue Received	\$20,535	\$12,150	\$3,100	\$2,200	\$5,280
# of Days filming	14	9	5	4	10

Census Statistics



***Population increase from 2011 census - 1.2%. Provincial increase was 5.6%**





Looking Forward

Consolidated Financial Plan 2020 – 2024

	2020	2021	2022	2023	2024
Revenues					
Taxation	1,582,956	1,628,005	1,675,425	1,724,268	1,774,576
Parcel Taxes	10,585	200,585	200,585	200,585	200,585
Infrastructure Levy	153,464	158,068	162,810	167,694	172,725
Utility Fees and Rates	1,191,782	1,227,535	1,258,355	1,290,099	1,328,802
Fees, Licenses and Permits	163,629	174,630	175,320	176,031	176,894
Grants	859,809	2,074,993	1,208,048	1,678,643	361,879
Proceeds from Borrowing	600,000	603,458	840,030	480,060	-
Net Proceeds from Land Sales	500,000	1,400,000	4,700,000	-	-
Other	114,531	118,251	118,295	119,342	126,067
Grand Total	5,176,756	7,585,525	10,338,868	5,836,723	4,141,528
Expenditures					
Amortization	639,183	674,564	782,754	843,705	859,773
General Government	1,047,220	937,531	941,623	964,217	975,817
Fire Services	340,932	339,640	344,911	350,284	355,485
Bylaw Services	44,865	39,227	40,171	41,138	42,114
Public Works	529,397	446,259	456,121	465,946	475,618
Planning and Development	109,462	86,437	81,941	83,044	84,154
Parks, Recreation and Facilities	243,890	249,976	255,540	261,029	266,539
Solid Waste	195,594	201,177	201,177	201,177	205,018
Sewer Fund	81,517	71,168	72,689	74,220	79,961
Water Fund	712,755	725,420	740,960	756,440	771,717
Interest Payments	85,525	98,285	115,754	131,748	136,398
Grand Total	4,030,340	3,869,684	4,033,642	4,172,948	4,252,595
Surplus	1,146,416	3,715,841	6,305,226	1,663,775	(111,066)
Adjustments Required to Balance Financial Plan to Conform with Legislative Requirements					
Non-cash items included in Annual Surplus (Deficit)					
Amortization on TCA's	639,183	674,564	782,754	843,705	859,773
MFA Actuarial Gain on Debt	(30,481)	(34,201)	(39,245)	(45,292)	(52,017)
Cash Surplus	1,755,118	4,356,203	7,048,735	2,462,187	696,690
Cash items NOT included in Annual Surplus					
Repayment of Debt Principal	(189,295)	(240,183)	(275,704)	(268,854)	(200,714)
Capital Expenditures	(3,015,524)	(3,071,184)	(4,299,600)	(2,612,700)	(417,400)
Transfers from Surplus	1,212,282	762,348	2,641,431	839,113	349,377
Transfers to Reserves:					
Gas Tax Fund	(59,117)	(59,117)	(62,053)	(62,053)	(65,229)
Infrastructure Levy	(153,464)	(158,068)	(162,810)	(167,694)	(172,725)
Wastewater Treatment Plant	950,000	(190,000)	(190,000)	(190,000)	(190,000)
Land Sales	(500,000)	(1,400,000)	(4,700,000)	-	-
Financial Plan Balance	-	-	-	-	-



**Village of Lions Bay
P.O. Box 141 – 400
Centre Road
Lions Bay, B.C. V0N 2E0
Tel: (604) 921-9333
Fax: (604) 921-6643
www.lionsbay.ca**

From: [Lions Bay Office](#)
To: [Lions Bay Office](#)
Subject: FW: 2020 Annual Report
Date: Friday, July 24, 2020 12:43:24 PM
Attachments: [image003.png](#)
[image004.png](#)

From: Pam Rooke <finance@lionsbay.ca>
Sent: Friday, July 24, 2020 11:17 AM
To: [REDACTED]
Cc: Lions Bay Office <office@lionsbay.ca>; Peter DeJong <cao@lionsbay.ca>
Subject: RE: 2020 Annual Report

Hello Mr. Sredzki,

Thank you for your questions regarding the Annual Report.

As previously communicated, a new parcel tax will be introduced in 2021 to pay for the new Waste Water Treatment Plant which is currently under construction. The parcel tax will only be charged to the residents that are connected to the sewer system.

The Annual Lions Bay Property Tax graph shows the breakdown of property taxes collected between the municipality's portion and the portion collected on behalf of other taxing authorities. The municipal tax increase is determined by the Village's annual municipal budget; the other taxing authorities set their own rates. In 2019, Council introduced an infrastructure levy of 10% to start addressing the Village's infrastructure deficit.

Some years the municipal tax increase is higher than the other taxing authorities; some years it is lower. In 2017, the Village had a 5% tax increase. The other taxing authority increase was 10.85%, mainly due to the additional school tax charged on properties valued over \$3M. In 2019, the Village had a 13% tax increase: 3% for general purposes, and 10% for the infrastructure levy. The other taxing authority increase was 5.3%.

Please let me know if you have any further questions.

Thanks you.

Pam

Pamela Rooke CPA, CMA
Chief Financial Officer

The Municipality of the Village of Lions Bay. www.lionsbay.ca
 PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0 CANADA
 Tel: (604) 921-9333 ext. 102 | Fax: (604) 921-6643

This email is intended only for the persons addressed and may contain confidential or privileged information. If you received this email in error, it'd be appreciated if you'd notify the sender and delete it. Statements and opinions herein are made by their authors in a personal capacity and are not binding on the Municipality of the Village of Lions Bay ("Municipality") until contracted. This email is the property of the Municipality and may not be reproduced or further disseminated in whole or part without the Municipality's consent. It may be exempt from disclosure under the British Columbia Freedom of Information and Protection of Privacy Act and other freedom of information or privacy legislation and no admissible disclosure of this email can be made without the consent of the Municipality.

From: Marek Sredzki [REDACTED]
Sent: Sunday, July 19, 2020 2:46 PM
To: Peter DeJong <cao@lionsbay.ca>
Subject: 2020 Annual Report

Hi Peter,

Thanks for including some federal statistics in LB 2020 Annual Report

I've observed a substantial jump in parcel taxes under Revenue 2021. What do you think would cause that?

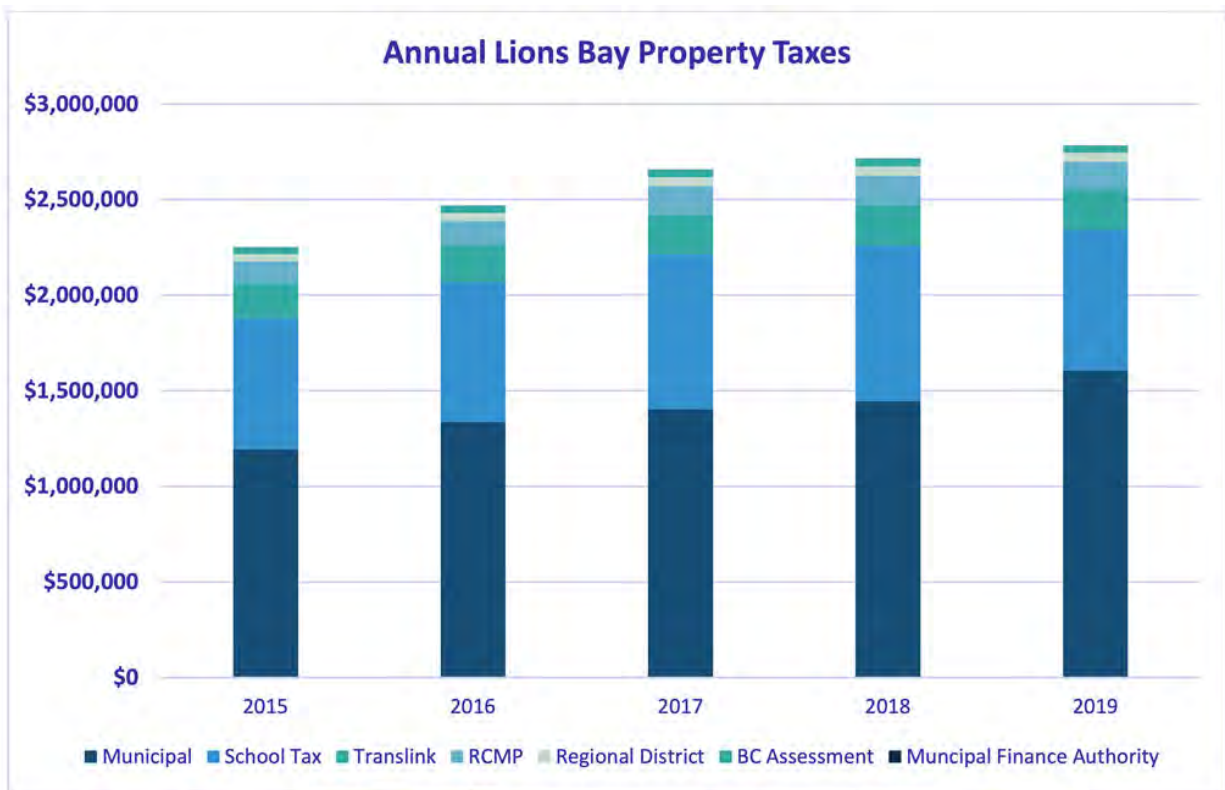
It is striking to notice the growth of municipal expenses from 2015 onward when other property tax components remain constant. See graph below. How far do you predict this abnormal trend to go?

Regards,
 Marek Sredzki

Looking Forward

Consolidated Financial Plan 2020 – 2024

	2020	2021	2022	2023	2024
Revenues					
Taxation	1,582,956	1,628,005	1,675,425	1,724,268	1,774,576
Parcel Taxes	10,585	200,585	200,585	200,585	200,585





THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	2019 Statement of Financial Information		
Author	Pamela Rooke	Reviewed By:	Peter DeJong
Date	July 22, 2020	Version	
Issued for	July 28, 2020 Regular Council Meeting		

RECOMMENDATION

THAT Council approve the 2019 Statement of Financial Information for submission to the Ministry of Municipal Affairs and Housing; and

THAT the 2019 Statement of Financial Information be made available for public inspection.

ATTACHMENTS

- Statement of Financial Information for the fiscal year ended December 31, 2019

KEY INFORMATION

All local governments must prepare an annual Statement of Financial Information (SOFI) in accordance with the *Financial Information Act*. The SOFI must be approved by the CFO and Council and made available for public viewing by June 30 each year. Due to the Covid-19 pandemic, the Ministry extended the due date to August 31, 2020 for this year.

The SOFI includes:

- Schedule of Guarantee and Indemnity Agreements
- Schedule of Remuneration
- Statement of Severance Agreements
- Schedule of Amounts Paid to Suppliers for Goods or Services
- Statement of Financial information Approval
- 2019 Audited Financial Statements



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

FOLLOW UP ACTION

Assuming the Resolution is approved, staff will submit the SOFI to the Ministry of Municipal Affairs and Housing by the August 31 deadline and make the report available for public inspection on the Municipal website and at the front counter at the Village Office.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**SCHEDULE OF GUARANTEE AND INDEMNITY AGREEMENTS
FOR THE FISCAL YEAR ENDED DECEMBER 31, 2019
PURSUANT TO THE FINANCIAL INFORMATION ACT**

SECTION 5

This organization has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation.

Information on all Contingent Liabilities and Commitments for this organization is included in Note 7 to the Financial Statements.

Pamela Rooke, CFO

Ron McLaughlin, Mayor

THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

FINANCIAL INFORMATION ACT REPORT
Year Ended December 31, 2019SCHEDULE OF REMUNERATION
SECTION 6

<i>Name</i>	<i>Position</i>	<i>Remuneration*</i>	<i>Expenses**</i>
MAYOR & COUNCIL:			
Neville Abbott	Councillor	8,064.63	
Fred Bain	Councillor	8,064.63	
Norman Barmeier	Councillor	8,064.63	
Jaime Cunliffe	Councillor	8,064.63	310.84
Ron McLaughlin	Mayor	16,129.26	270.84
Total Council		48,387.78	581.68
STAFF:			
Employees in excess of \$75,000:			
Garth Begley	Public Works Foreman	101,214.74	99.00
Peter DeJong	Chief Administrative Officer	130,640.86	2,879.62
Nai Jaffer	Public Works Manager	98,856.40	652.51
Kyle McCallum	Public Works Technician 2	82,047.04	2,890.37
Neale Mullen	Public Works Technician 1	80,130.56	359.99
Pamela Rooke	Chief Financial Officer	99,756.40	2,576.94
Alberto Urrutia	Public Works Treatment Plant Operator 1	106,499.38	917.09
Aidan Young	Public Works Technician 1	78,493.45	1,937.40
Add amounts paid to Employees < \$75,000:		421,971.87	3,853.27
Total Staff		1,199,610.70	16,166.19
TOTAL COUNCIL AND STAFF		1,247,998.48	16,747.87
RECONCILIATION OF AMOUNTS PAID:			
ADD: Benefits paid by employer (non taxable)		215,473.30	
Changes in payroll accruals		(98,384.78)	
	Total \$	1,365,087.00	
Total per Schedule 1 of the Financial Statements \$		1,365,087.00	

* Remuneration includes taxable benefits and vacation payouts

** Expenses include travel expenses, memberships, tuition, relocation, vehicle leases, extraordinary hiring expenses, registration fees and similar amounts paid directly to an employee, or to a third party on behalf of the employee, and which has not been included in 'remuneration'.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**SCHEDULE OF SEVERANCE AGREEMENTS
FOR THE FISCAL YEAR ENDED DECEMBER 31, 2019
PURSUANT TO THE FINANCIAL INFORMATION ACT**

SECTION 6 (7)

There were **no** severance agreements made between the Village of Lions Bay and its non-unionized employees during fiscal year 2019.

Prepared under the Financial Information Regulation, Schedule 1, subsection 6(8)

Pamela Rooke, CFO

Ron McLaughlin, Mayor

THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**FINANCIAL INFORMATION ACT REPORT
Year Ended December 31, 2019**

**SCHEDULE OF AMOUNTS PAID TO SUPPLIERS FOR GOODS AND SERVICES
SECTION 7**

<i>Supplier Accounts</i>	<i>Amounts Paid in 2019</i>
AECOM Canada Ltd (<i>Water Tank Replacement Project</i>)	210,857.80
AON Canada Inc (<i>Insurance</i>)	53,186.00
BC Assessment Authority ***	37,283.29
BC Hydro (<i>Utilities</i>)	39,418.40
BDO Canada LLP (<i>Audit</i>)	39,979.23
Bortolo & Sons Paving Co. Ltd. (<i>Road Paving - various projects</i>)	91,134.81
Dams Ford Lincoln Sales Ltd. (<i>New Fleet for Public Works</i>)	409,646.35
E-COMM (<i>Fire Department & Public Works Radios</i>)	43,693.00
ICBC (<i>Fleet insurance</i>)	34,312.00
Industra Construction Corp. (<i>Water Tank Construction</i>)	1,603,423.87
McRae's Environmental Services Ltd (<i>Sewage Treatment Pump-out</i>)	25,727.20
Metro Vancouver (<i>Debt Repayment</i>)	135,843.66
Metro Vancouver Regional District ***	48,463.00
Minister of Finance (<i>Repayment of Grant for Infiltration Gallery</i>)	46,220.90
Municipal Finance Authority (<i>Equipment and Fleet loan repayment</i>)	98,699.51
Municipal Pension Plan (<i>Payroll - employer and employee remittances</i>)	165,509.06
Pacific Blue Cross (<i>Extended Health Benefits - employee and employer payments</i>)	34,657.26
Revenue Canada (<i>Payroll remittances</i>)	313,032.27
School Tax ***	826,032.06
Sea to Sky Network Solutions (<i>IT support and Equipment</i>)	61,066.19
South Coast BC Transportation Authority ***	212,166.91
Waste Control Services Inc. (<i>Solid Waste, Recycling and Organics Collection</i>)	182,932.60
Workers Compensation Board (<i>Payroll - employer remittances</i>)	28,440.31

There were no payments to suppliers for grants and contributions exceeding \$25,000

Total for Suppliers Paid > \$ 25,000 **4,741,725.68**

Other Supplier Payments **1,036,850.69**

All Payments **5,778,576.37**

*** *Other Taxing Authority Payments*

The Village prepares the Schedule of Suppliers of Goods and Services based on actual disbursements through the accounts payable system which is on a cash basis. The audited Financial Statements figure is based on an accrual basis, therefore, this figure will be significantly different. There are also a number of payments included in the Supplier report that are not considered operating expenses in the audited Financial Statements such as capital expenditures, payments made to other authorities for tax requisitions and payroll related expenses.

Pamela Rooke, CFO

Ron McLaughlin, Mayor



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**STATEMENT OF FINANCIAL INFORMATION APPROVAL
FOR THE FISCAL YEAR ENDED DECEMBER 31, 2019
PURSUANT TO THE FINANCIAL INFORMATION ACT**

SECTION 9 (2)

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.

Pamela Rooke
CFO
Date: July 28, 2020

Ron McLaughlin
Mayor, on behalf of Council
Date: July 28, 2020

Intentionally Blank



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Report to Council		
Title	2020 Preliminary Mid-Year Review		
Author	Pamela Rooke	Reviewed By:	Peter DeJong
Date	July 22, 2020	Version	
Issued for	July 28, 2020 Regular Council Meeting		

RECOMMENDATION

THAT the report “2020 Preliminary Mid-Year Review” be received for information purposes.

ATTACHMENTS

1. 2020 Preliminary Mid-Year Review

KEY INFORMATION

The attached preliminary mid-year review includes:

1. Consolidated Financial Results at June 30, 2020
2. Revenue Summary at June 30, 2020
3. Departmental Expense Summaries at June 30, 2020
4. Capital Expenditure Summary at June 30, 2020

The reports compare the preliminary results at June 30, 2020 to the 2020-2024 Five Year Financial Plan Bylaw which was adopted May 5, 2020. The purpose of this preliminary report is to review the status of capital projects and operational revenue and expenses to see how we are tracking against budget.

FOLLOW UP ACTION

Staff will be available to respond to any questions at the July 28, 2020 Council meeting.

**Village of Lions Bay
as at June 30, 2020**

Preliminary Consolidated Financial Results

	2020			2019
	YTD Actual	Budget	%	YTD Actual
Revenues				
Taxation	1,547,960	1,593,541	97.1%	1,502,283
Infrastructure Levy	153,464	153,464	100.0%	144,658
Utility Fees and Rates	1,192,137	1,191,782	100.0%	1,138,467
Fees, Licenses, Permits and Fines	95,327	163,629	58.3%	92,786
Grants	376,366	859,809	43.8%	302,298
Proceeds from Borrowing	600,000	600,000	100.0%	-
Net Proceeds from Land Sales	-	500,000	0.0%	1,810,716
Other	42,530	114,531	37.1%	58,093
	4,007,783	5,176,756	77.4%	5,049,301
Expenditures				
Administration	579,904	1,245,581	46.6%	548,364
Council	28,994	69,629	41.6%	31,315
EOC	33,555	90,971	36.9%	10,199
Fire Services	123,527	343,214	36.0%	182,197
Bylaw Services	17,746	44,865	39.6%	14,309
Public Works	164,107	547,912	30.0%	244,434
Planning and Development	19,993	109,462	18.3%	17,252
Parks, Recreation and Facilities	108,035	243,890	44.3%	126,667
Solid Waste	97,033	195,594	49.6%	90,264
Sewer Fund	57,743	159,828	36.1%	35,867
Water Fund	478,173	979,395	48.8%	332,646
	1,708,810	4,030,340	42.4%	1,633,514
Surplus/(Deficit)	2,298,973	1,146,416		
Amortization	319,592	639,183		
MFA Actuarial Gain on Debt	(15,241)	(30,481)		
Cash Surplus	2,603,324	1,755,118		
Repayment of Debt Principal	(49,461)	(189,295)		
Capital Expenditures	(547,819)	(3,015,524)		
Transfer from (to) Surplus	-	1,212,282		
Transfer to Gas Tax Reserve	(59,117)	(59,117)		
Transfer to Infrastructure Levy	(153,464)	(153,464)		
Transfer from (to) Reserves	-	450,000		
Transfer (from) to Reserves	1,793,463	(0)		

**Village of Lions Bay
as at June 30, 2020**

Revenue Summary

	2020			2019	Notes
	YTD Actual	Budget	%	YTD Actual	
Taxation					
General Municipal Property Tax	1,534,763	1,534,636	100.0%	1,489,938	
Infrastructure Levy	153,464	153,464	100.0%	144,658	
Parcel Taxes	10,585	10,585	100.0%	10,585	
Grants in Lieu	2,612	48,320	5.4%	1,761	
	1,701,424	1,747,005	97.4%	1,646,941	
Utility Fees and Rates					
Water User Rates	925,127	925,126	100.0%	879,494	
Sewer User Rates	72,276	72,276	100.0%	72,276	
Solid Waste User Rates	194,734	194,380	100.2%	186,697	
	1,192,137	1,191,782	100.0%	1,138,467	
Fees, Licenses and Permits					
Building Permits	11,005	65,000	16.9%	22,096	1
Board Of Variance Application Fee	-	2,000	0.0%	1,000	
Secondary Suite Surcharge Fees	21,802	26,550	82.1%	21,253	
Other Permits	2,540	1,150	220.9%	280	
Fire Training Programs	300	600	50.0%	1,200	
Recreation Programs	159	2,600	6.1%	2,527	2
Hall Rental	1,200	5,000	24.0%	2,231	2
Boat Space Rentals	7,600	7,000	108.6%	5,525	
Rental Agree - BC Ambulance	14,649	26,454	55.4%	12,556	
Parking Fines	17,655	10,000	176.6%	5,200	3
Parking Passes	2,960	2,650	111.7%	1,200	
Parking Meters	-	-	n/a	2,174	
Dog Licences / Animal Control Fines	3,150	3,500	90.0%	3,120	
Filming Revenue	9,300	8,000	116.3%	10,385	
Tree Cutting Applications	1,225	500	245.0%	300	
Tax Information Charges	1,200	2,000	60.0%	750	

**Village of Lions Bay
as at June 30, 2020**

Revenue Summary

	2020			2019	Notes
	YTD Actual	Budget	%	YTD Actual	
Miscellaneous	581	625	93.0%	990	
	95,327	163,629	58.3%	92,786	
Grants					
Small Community Grant	298,345	295,000	101.1%	296,642	
CWWF Grant	15,254	303,838	5.0%	-	4
Gas Tax Funding	59,117	59,117	100.0%	-	
Other Grants	3,650	161,854	2.3%	5,656	5
	376,366	859,809	43.8%	302,298	
Other Revenue					
Proceeds from Borrowing	600,000	600,000	100.0%	-	6
Land Sales	-	500,000	0.0%	1,810,716	7
Fire Department Callouts Highway	2,040	12,000	17.0%	2,040	
Donations to LB Fire Department	50	2,000	2.5%	7,561	
Fire Fighter Day Revenue	-	20,000	0.0%	-	
Tax Penalties and Interest	659	21,250	3.1%	265	8
Admin Fees - Schools Taxes	-	3,000	0.0%	-	
MFA Actuarial Interest	15,241	30,481	50.0%	-	
Bank Return on Investment	21,104	25,300	83.4%	26,134	
Donations and Contributions	-	-	n/a	5,650	
Miscellaneous	2,183	500	436.5%	10,446	
Connection Fees	1,254	-	n/a	5,998	
	642,530	1,214,531	52.9%	1,868,809	
Total Revenues	4,007,783	5,176,756	77.4%	5,049,301	

Notes:

- 1 Building permit revenue is tracking lower than anticipated, but should increase over the summer construction season.

**Village of Lions Bay
as at June 30, 2020**

Revenue Summary

2020			2019	Notes
YTD Actual	Budget	%	YTD Actual	

- 2 Hall rentals and recreation program revenue is lower than budgeted as a result of the closure of the Hall due to Covid-19 restrictions.
- 3 Parking fine revenue is tracking higher than budgeted due to an unanticipated increase in tickets issued due to additional parking restrictions and an increase in ticket prices.
- 4 The balance of the CWWF grant will be used for the PRV project.

5 Budget is comprised of:	Actual	Budget	
UBCM - Asset Mngt Phase 2 (re-budget)		11,250	
FCM - Asset Management Phase 3		48,000	application to be submitted in the Fall
Canada Day	650	650	
CARIP - Carbon tax refund		1,000	
ICBC - Speed Management Device	3,000	-	
UBCM - Community Wildfire Protection Plan		20,000	awarded
UBCM - Volunteer Fire Dept Equipment		25,000	awarded
UBCM - Emergency Support Services		11,758	awarded
UBCM - Emergency Operations Centre		19,196	awarded
UBCM - Evacuation Route Planning		25,000	application to be submitted in the Fall
	3,650	161,854	

- 6 Proceeds from MFA borrowing were received in January for the PRV project. It will be funded by the MFA financing and the balance of the CWWF grant.
- 7 The 35 Kelvin Grove Way property remains unsold.
- 8 The tax penalty was changed from 10% at July 15 to 2% at July 15 and 8% at September 2.

**Village of Lions Bay
as at June 30, 2020**

General Fund - Administration

	2020			2019	Notes
	YTD Actual	Budget	%	YTD Actual	
Expenditures					
Amortization	179,480	358,960	50.0%	171,370	
Communications	31,840	61,500	51.8%	28,272	
Fiscal Charges	4,039	9,150	44.1%	2,263	
Insurance	39,408	42,508	92.7%	35,657	
Internal Allocations	(26,750)	(53,500)	50.0%	(26,750)	
Maintenance	3,264	7,500	43.5%	2,181	
Material, Supplies and Equipment	4,524	19,200	23.6%	7,371	
Professional Fees / Contract Services	39,604	193,100	20.5%	41,712	1
Salaries and Benefits	297,815	585,713	50.8%	277,339	
Sundry	980	3,600	27.2%	927	
Training / Professional Development	4,871	15,850	30.7%	7,111	2
Utilities	831	2,000	41.5%	912	
	579,904	1,245,581	46.6%	548,364	

Notes:

1 Budget is comprised of:	Actual	Budget	
Legal Fees	4,403	35,000	
Contract Services - Minute Taking	2,274	3,000	
Audit Fees	17,119	39,000	
Grant Writing Services	10,375	10,000	
General Contract Services	2,040	4,000	
Asset Management - Phase 2 (re-budget)	2,800	26,500	Offset by 50% grant
Asset Management - Phase 3	-	60,000	Offset by 80% grant
Records Management (re-budget)	593	15,600	
	39,604	193,100	

2 Training may finish the year favourable to budget as in-person courses have been cancelled due to Covid-19 restrictions.

**Village of Lions Bay
as at June 30, 2020**

General Fund - Council

	2020			2019	Notes
	YTD Actual	Budget	%	YTD Actual	
Expenditures					
Council Communication	1,615	1,200	134.6%	149	
Office Supplies	-	300	0.0%	181	
Professional Services	-	2,000	0.0%	1,561	
Salaries and Benefits	25,690	51,679	49.7%	24,879	
Council Funded Events	285	8,500	3.4%	1,564	1
Conferences and Conventions	-	3,000	0.0%	1,050	
Association Dues / Memberships	1,404	1,450	96.8%	1,350	
Travel	-	1,500	0.0%	582	
	28,994	69,629	41.6%	31,315	

Notes:

- 1 Budget includes an increase in funds for volunteer recognition as directed by Council.

**Village of Lions Bay
as at June 30, 2020**

General Fund - EOC

	2020			2019	Notes
	YTD Actual	Budget	%	YTD Actual	
Expenditures					
Communications	2,670	3,500	76.3%	2,135	
Search and Rescue	1,050	2,100	50.0%	301	
Emergency Support Services (ESS)	-	4,350	0.0%	492	1
Maintenance	3,482	7,850	44.4%	2,877	
Material, Supplies and Equipment	2,953	7,500	39.4%	-	
Professional Fees / Contract Services	-	25,000	0.0%	-	2
Salaries and Benefits	20,643	36,896	55.9%	-	
Training / Professional Development	91	2,275	4.0%	-	
Utilities	2,667	1,500	177.8%	4,395	
	33,555	90,971	36.9%	10,199	

Notes:

- 1 ESS submits their expenses for reimbursement as incurred throughout the year.
- 2 Evacuation route planning to be offset by a UBCM grant (application to be submitted in the Fall).

**Village of Lions Bay
as at June 30, 2020**

General Fund - Fire Department

	2020			2019	Notes
	YTD Actual	Budget	%	YTD Actual	
Expenditures					
Communications	18,273	51,250	35.7%	16,779	
Fiscal Charges	13	175	7.7%	34	
Interest	1,085	2,282	47.5%	1,268	
Insurance	9,960	17,164	58.0%	5,705	1
Maintenance	18,584	51,500	36.1%	11,234	2
Material, Supplies and Equipment	9,510	38,500	24.7%	37,172	3
Professional Fees / Contract Services	-	20,000	0.0%	-	4
Salaries and Benefits	51,475	118,014	43.6%	88,046	5
Training / Professional Development	11,891	41,129	28.9%	19,561	
Utilities	2,736	3,200	85.5%	2,398	
	123,527	343,214	36.0%	182,197	

Notes:

- 1 ICBC vehicle insurance premiums are paid in July.
- 2 Vehicle servicing and maintenance is tracking lower than budgeted to date.
- 3 Fire training meals are tracking favourable to budget as weekly fire training was held virtually for a few months in Spring due to Covid-19.
- 4 Community wildfire protection plan to be offset by a UBCM grant which was awarded in March. Contract has been awarded to Diamond Head Consulting; report to be completed in October.
- 5 Volunteer fire fighters are paid twice a year - in July and December.

**Village of Lions Bay
as at June 30, 2020**

General Fund - Bylaw Services

	2020			2019	Notes
	YTD Actual	Budget	%	YTD Actual	
Expenditures					
Communications	670	1,300	51.5%	610	
Material, Supplies and Equipment	904	3,250	27.8%	3,018	
Professional Fees / Contract Services	623	2,250	27.7%	245	1
Salaries and Benefits	15,489	38,065	40.7%	10,435	2
Training / Professional Development	60	-	n/a	-	
	17,746	44,865	39.6%	14,309	

Notes:

- 1 Includes fees for collection agency and bylaw enforcement contract.
- 2 This season, bylaw enforcement officers work from the end of March to mid-September.

**Village of Lions Bay
as at June 30, 2020**

General Fund - Public Works

	2020			2019	Notes
	YTD Actual	Budget	%	YTD Actual	
Expenditures					
Communications	5,380	10,750	50.0%	4,501	
Interest Payments	7,331	18,514	39.6%	5,284	
Insurance	-	21,752	0.0%	2,195	1
Internal Allocations	(7,500)	(15,000)	50.0%	-	
Maintenance	45,990	222,470	20.7%	68,922	2
Material, Supplies and Equipment	14,961	46,500	32.2%	26,988	
Professional Fees / Contract Services	-	17,500	0.0%	14,535	
Salaries and Benefits	90,607	206,825	43.8%	113,795	3
Training / Professional Development	2,363	11,100	21.3%	3,195	4
Utilities	4,975	7,500	66.3%	5,018	
Total Expenditures	164,107	547,912	30.0%	244,434	

Notes:

- 1 ICBC vehicle fleet insurance premiums are paid in July.
- 2 The budget includes \$117,950 for the Kelvin Grove and Brunswick Beach railway grade crossings. Funding has been approved for the Brunswick Beach crossings - 80% of the actual cost up to a maximum of \$51,912.
- 3 In total, all Public Works salaries (Water, Sewer, PW and Parks and Rec) are at 46% of budget.
- 4 Training may finish the year favourable to budget as in-person courses have been cancelled due to Covid-19 restrictions.

**Village of Lions Bay
as at June 30, 2020**

General Fund - Planning and Development

	2020			2019	Notes
	YTD Actual	Budget	%	YTD Actual	
Expenditures					
Communications	1,180	4,000	29.5%	689	
Professional Fees / Contract Services	5,945	48,000	12.4%	1,686	1
Salaries and Benefits	12,194	52,862	23.1%	12,825	
Sundry	-	1,000	0.0%	1,025	
Training / Professional Development	674	3,600	18.7%	1,027	
	19,993	109,462	18.3%	17,252	

Notes:

1 Budget is comprised of:

	Actual	Budget
Building Inspection Services (vacation coverage)		2,000
Communication Consultant (initiatives per strategic plan)		7,500
Planning Consultants	1,070	25,000
EV Charging Station Design	3,075	5,500
Land Surveys	1,800	5,000
Land Appraisals		3,000
	<u>5,945</u>	<u>48,000</u>

**Village of Lions Bay
as at June 30, 2020**

General Fund - Parks, Recreation and Facilities

	2020			2019	Notes
	YTD Actual	Budget	%	YTD Actual	
Expenditures					
Communications	297	650	45.7%	297	
Grants	11,485	17,212	66.7%	13,567	1
Insurance	-	250	0.0%	20	
Maintenance	21,730	51,750	42.0%	28,428	
Material, Supplies and Equipment	1,060	8,500	12.5%	2,700	2
Professional Fees / Contract Services	-	8,100	0.0%	-	3
Hall Programs	-	2,300	0.0%	2,213	4
Salaries and Benefits	69,419	147,878	46.9%	76,358	5
Training / Professional Development	-	1,250	0.0%	-	6
Utilities	4,044	6,000	67.4%	3,083	
	108,035	243,890	44.3%	126,667	

Notes:

- 1 Budget includes municipal grants for non-profit community groups.
- 2 Budget includes two bear proof garbage cans which have been ordered.
- 3 Budget includes \$8,100 for invasive species eradication; work has commenced.
- 4 Recreation programs have been cancelled due to Covid-19.
- 5 In total, all Public Works salaries (Water, Sewer, PW and Parks and Rec) are at 46.0% of budget.
- 6 Training may finish the year favourable to budget as in-person courses have been cancelled due to Covid-19 restrictions.

**Village of Lions Bay
as at June 30, 2020**

General Fund - Solid Waste

	2020			2019	Notes
	YTD Actual	Budget	%	YTD Actual	
Expenditures					
Supplies and Education	118	2,250	5.2%	-	
Collection Contract	25,640	53,169	48.2%	24,932	
Recycle Removal Contract	26,385	52,704	50.1%	25,370	
Green Waste Contract	34,814	72,571	48.0%	34,999	
Prompt Payment Discounts	5,326	5,400	98.6%	4,963	
Internal Allocations	4,750	9,500	50.0%	-	
	97,033	195,594	49.6%	90,264	

Notes:

**Village of Lions Bay
as at June 30, 2020**

Sewer Fund					
	2020			2019	Notes
	YTD Actual	Budget	%	YTD Actual	
Expenditures					
Amortization	39,156	78,311	50.0%	-	
Communications	-	700	0.0%	-	
Insurance	3,057	3,057	100.0%	3,498	
Maintenance	973	29,000	3.4%	18,091	1
Material, Supplies and Equipment	-	11,150	0.0%	-	2
Professional Fees / Contract Services	3,169	9,000	35.2%	-	3
Salaries and Benefits	6,488	17,985	36.1%	11,891	4
Sundry	1,521	2,125	71.6%	1,528	
Training / Professional Development	75	2,000	3.8%	183	
Utilities	1,304	2,500	52.2%	676	
Internal Allocations	2,000	4,000	50.0%	-	
	57,743	159,828	36.1%	35,867	

Notes:

- 1 Budget includes \$20k for a pump out of the new WWTP which will occur in the Fall.
- 2 Confined space rescue equipment and a microscope will be purchased later in the year.
- 3 Budget includes the EHD Consulting fees for construction management of the WTP.
- 4 In total, all Public Works salaries (Water, Sewer, PW and Parks and Rec) are at 46.0% of budget.

**Village of Lions Bay
as at June 30, 2020**

Water Fund					
	2020			2019	Notes
	YTD Actual	Budget	%	YTD Actual	
Expenditures					
Amortization	100,956	201,912	50.0%	-	
Communications	1,398	2,900	48.2%	1,394	
Interest Payments	28,589	64,728	44.2%	28,747	
Insurance	35,175	35,175	100.0%	26,649	
Maintenance	61,539	107,665	57.2%	14,208	
Material, Supplies and Equipment	8,851	46,000	19.2%	27,983	1
Professional Fees / Contract Services	16,173	65,000	24.9%	35,609	2
Salaries and Benefits	173,113	365,015	47.4%	173,834	3
Sundry	15,572	18,500	84.2%	14,390	
Training / Professional Development	2,420	4,750	51.0%	2,619	4
Utilities	6,887	12,750	54.0%	7,214	
Internal Allocations	27,500	55,000	50.0%	-	
	478,173	979,395	48.8%	332,646	

Notes:

1 Budget includes \$4,750 for confined space entry equipment which will be purchased later in the year.

2 Budget is comprised of:	Actual	Budget
Rock Slope Remediation	9,900	30,000
Water Testing	4,465	12,000
Confined Space Review	243	-
General Contract Services	1,566	15,000
UBC Hydrology Study Contribution	-	8,000
	<u>16,173</u>	<u>65,000</u>

3 In total, all Public Works salaries (Water, Sewer, PW and Parks and Rec) are at 46.0% of budget.

4 Training may finish the year favourable to budget as in-person courses have been cancelled due to Covid-19 restrictions.

**Village of Lions Bay
2020 Capital Expense Summary
as at June 30, 2020**

2020 Capital Expenditures	YTD Actual	Budget	Variance	%	Status / Notes
CWWF Water Tank (balance of work)	\$18,380	\$25,000	(\$6,620)	73.5%	Complete.
Three PRV's (funded by balance of CWWF grant and MFA Financing)	\$15,876	\$981,070	(\$965,194)	1.6%	Drawings 90% complete, preparing tender documents for issue the week of July 20, 2020.
Upper Bayview - Watermain Survey/Design	-	\$90,000	(\$90,000)	0.0%	Tender for drawing preparations to be prepared in September. This significant design will likely not be completed until 2021.
Creekview Place - Watermain Replacement	\$0	\$65,000	(\$65,000)	0.0%	Anticipate beginning construction in late August early September; however there is some concern about whether or not we can accommodate this project this year.
Phase IV Bypass Watermain	\$0	\$20,000	(\$20,000)	0.0%	This work can only be done once the PRV work is complete. Likely not this year.
Wastewater Treatment Plant	\$490,890	\$1,150,000	(\$659,110)	42.7%	Completion by end of August to mid-September.
High Priority Bridge Repairs	\$0	\$99,500	(\$99,500)	0.0%	Tender to be prepared and issued in mid August for completion between October and November.
Public Works - Various Road Paving	\$0	\$125,000	(\$125,000)	0.0%	Work to be tendered in August with completion by October / November
Lions Bay Avenue Stairs to Bus Stop (50% Translink grant)	\$0	\$80,000	(\$80,000)	0.0%	Work to be tendered in August with anticipated completion by November.
Radar Speed Data Gathering Sign	\$6,132	\$0	\$6,132	n/a	Complete. ICBC funding of \$3,000 was received.
Culvert Replacements - Minor	\$0	\$25,000	(\$25,000)	0.0%	This work will likely not get done this year.
LBBP Kayak Rack	\$0	\$20,000	(\$20,000)	0.0%	This work will be tendered in late September for completion by year end, subject to reapplying for the ICIP Recreation grant for LBBP.
LBBP Playground	\$0	\$40,000	(\$40,000)	0.0%	This work will be tendered in late September for completion by year end, subject to reapplying for the ICIP Recreation grant for LBBP.

**Village of Lions Bay
2020 Capital Expense Summary
as at June 30, 2020**

2020 Capital Expenditures	YTD Actual	Budget	Variance	%	Status / Notes
Kelvin Grove Beach Park Stairs	\$0	\$25,000	(\$25,000)	0.0%	This work will likely not get done this year (funding to come from restricted land reserves).
Bike Park - Intitial Plans	\$0	\$5,000	(\$5,000)	0.0%	
PW Generator	\$6,180	\$0	\$6,180	n/a	Installation costs for the PW generator which was replaced in late 2019.
Emergency Generator for Municipal/Village Office	\$0	\$65,000	(\$65,000)	0.0%	Tender will be issued in August.
Septic Field - Klatt Building	\$0	\$45,000	(\$45,000)	0.0%	Tender has been issued; anticipate completion by the end of August.
Laptop for Office	\$1,767	\$2,000	(\$233)	88.3%	Complete.
UBCM Grant Funded - EOC equipment	\$0	\$19,196	(\$19,196)	0.0%	Grant has been awarded. Equipment to be purchased over next couple of months.
UBCM Grant Funded - ESS equipment	\$0	\$11,758	(\$11,758)	0.0%	Grant has been awarded. Equipment to be purchased over next couple of months.
Burn Building - Completion	\$2,407	\$20,000	(\$17,593)	12.0%	Completing final stages of project - should be completed by end of summer.
Fire Hall Expansion Phase 1 - Drawings, Building Permit, Tender, Initial Work	\$0	\$50,000	(\$50,000)	0.0%	Fire Chief reviewing final construction drawings; will then be submitted to office for a building permit.
Fire Capital - Various Equipment	\$0	\$27,000	(\$27,000)	0.0%	Ongoing.
UBCM Grant Funded - Fire Equipment	\$6,187	\$25,000	(\$18,813)	24.7%	Grant has been awarded. Equipment to be purchased over next couple of months.
	\$547,819	\$3,015,524			



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Information Report		
Title	Results from the Brunswick Beach Parking Survey		
Author	Karla Duarte	Reviewed By:	Peter DeJong
Date	July 22, 2020	Version	
Issued for	July 28, 2020		

Recommendation:

THAT the Information Report, “Results from the Brunswick Beach Parking Survey” be received.

Attachments:

- (1) Results and analysis from the Brunswick Beach Parking Survey
- (2) Brunswick Beach Parking Survey

Key Information:

At the June 23, 2020 regular Council meeting, Council requested to understand the resident perspective in the Brunswick Beach area regarding parking. Staff published the survey from June 26th to July 15th, during which, 123 responses were received (BB Parking Survey). The survey is attached to this report.

Note: The following results show the approximate percentages from the analysis. Discrepancies in the percentages are due to some respondents leaving the question blank. However, for brevity, percentages indicate the responses only.

Results show that 39% of respondents reside in the Brunswick Beach area, 33% in the rest of Lions Bay and 25% indicating other areas in the Lower Mainland. In order to narrow down the perspective of Brunswick Beach residents only, a separate survey was issued to Brunswick Beach residents with a couple of additional questions and an analysis of that survey will be provided later in this report (BB Residents Only).



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

89% of respondents indicated that the recent reduction of the speed limit on Brunswick Beach to 20KMH is “about right”.

When asked whether they believed that parking in the MoTI controlled Brunswick Interchange Parking Area should be reopened, 72% Strongly agreed or agreed, while 22% Disagreed or Strongly Disagreed and 6% were neutral. This would suggest that approximately 56% of Brunswick residents responded negatively to this question.

54% of Lions Bay residents strongly agreed or agreed with enabling on street parking on the road leading from the highway interchange to the railway tracks, 37% disagreed or strongly disagreed and 8% remained neutral. This would suggest that approximately 95% of Brunswick residents responded negatively to this question.

Approximately 50% of Lions Bay residents noted that parking on Crystal Falls Road should “remain status quo with a few “Permit Required” spots and a few public spots, while 32% noted it should be all open to public. 15% noted it should all be “Permit Required”.

On the question of whether dogs should be permitted to access the ocean north of Brunswick Point via the water access between 26 and 29 Brunswick Beach Road, 54% Strongly agreed or Agreed, 19% Disagreed or Strongly Disagreed, and 26% were Neutral. This would suggest that approximately 49% of Brunswick residents responded negatively to this question.

Most residents offered comments, which are attached to this report.

Similarly, a survey of Brunswick Beach residents only was conducted. The survey was published online, and a survey was also direct delivered to property owners with an indication that they could also pass it on to their tenants. 17 surveys were returned with the following analysis:

The majority of respondents (71%) live in the Brunswick Beach West (south of railway crossing) neighbourhood. 12% live in the Brunswick Beach East (Crystal Falls, Glendale, Goldenrod) neighbourhood and 12% live in the Brunswick Beach West (north of railway crossing) neighbourhood. The majority (71%) noted that the recent reduction of the speed limit on Brunswick Beach Rd to 20KMH is “about right”.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

59% of respondents strongly agree or agree that the parking in the MoTI controlled Brunswick Interchange Parking area should be reopened, while 29% disagreed or strongly disagreed.

82% of BB Residents Only disagreed or Strongly Disagreed that the side of the road leading down the hill from the Brunswick Interchange should be widened to accommodate street parking and 71% noted that Parking on Crystal Falls Road should “remain status quo with a few “permit required” spots and few public spots.

Two more questions were asked in the BB Residents Only survey: the question of a bear-proof trash receptacle and a portable toilet facility. 47% noted that they disagreed or strongly disagreed with putting a bear-proof trash receptacle along the beach/road edge at Brunswick Beach, while 35% strongly agreed or agreed and 11% were neutral. 71% of respondents Strongly disagreed with putting a portable toilet facility along the beach/road edge at Brunswick Beach.

On the question of whether dogs should be permitted to access the ocean north of Brunswick Point via the water access between 26 and 29 Brunswick, approximately 53% disagree or strongly disagree, 18% strongly agree or agree and 18% were neutral.

Similarities between the two surveys show that residents believe that the reduction of the speed limit to 20KMH is “about right” and that parking on Crystal Falls Road should remain status quo with a few “Permit Required” spots and few public spots.

About half of Brunswick Beach residents disagree with the allowing dogs on the beach.

Follow Up Action: On July 24th, the Ministry of Transportation and Infrastructure moved to open up the Brunswick interchange parking area after reviewing public feedback from the surveys and from the direct public feedback they’ve been getting on the subject since early April. They have indicated they will continue to monitor the situation. Staff will likewise continue to monitor parking in Brunswick and the rest of the Village, providing updates through the Village website and the Village Update.

SURVEY IN RESPECT OF PARKING & TRAFFIC AROUND BRUNSWICK BEACH AREA

As part of our efforts to understand traffic and parking issues around the Village, we are asking persons who live in the Brunswick Beach area, and anyone who considers they are affected by traffic and parking regulations in that area, to respond to our survey questions below.

An additional question has been added in respect of dog access to the water north of Brunswick Point due to the closure of the Kelvin Grove beach access until September because of the Waste Water Treatment Plant replacement project.

The current status of regulations in the area is as follows:

- Uses of the foreshore of Brunswick Beach can be *regulated* (other than Criminal Code provisions, such as those in respect of nudity), but access cannot be *prohibited*.
- Speed limit on Brunswick Beach Road has been lowered to 20 KMH.
- Traffic data from our vehicle counter and radar device can be accessed **here** (with volume including both directions of travel on Brunswick Beach Rd south of the railroad crossing, including recent Public Works vehicles several times a day for the watermain project).
- Parking spots on Brunswick Beach Rd. on the west side of the railway tracks are very limited in number and are all "Permit Required".
- Signage at the top of the hill leading down to Brunswick railway crossing, and at the bottom, clearly indicates there is No Parking without a Permit, No Exit, and No Turnaround (currently there is No Parking on this entry/exit road).
- Brunswick Interchange Parking Area (approximately 16 parking spots) controlled by the Ministry of Transportation and Infrastructure (MOTI) was closed at the request of the Municipality at the beginning of the pandemic lockdown when the public was being directed to stay close to home and not travel to other communities.
- MOTI controlled highway shoulders have been signed Towing/No Parking and the parking/rest area at Tunnel Point was also restricted 3 months ago to 30 minute parking, effectively closing the lot to hikers wishing to access the popular Tunnel Bluffs Hiking Trail – **online hiking resources** now promote searching for parking within Lions Bay.
- Crystal Falls Rd contains a few "Permit Required" spots and a few spots open to the public to access either the hiking trails or Brunswick Beach.
- Animal Control Bylaw No. 461 prohibits dogs on "Brunswick Beach", which is not defined.

Questions:

1. What neighbourhood do you live in?

- Brunswick Beach East (Crystal Falls, Glendale, Goldenrod)
- Brunswick Beach West (north of railway crossing)
- Brunswick Beach West (south of railway crossing)
- Upper Central Lions Bay (Crosscrk, Centre, Bayview, Mtn, Sunset, Oceanview, et al.)
- Lower Central Lions Bay (Southview, Cloudview, Seaview, Isleview, Lions Bay Ave.)
- Upper Kelvin Grove (Kelvin Grove Way)
- Lower Kelvin Grove (Periwinkle, Sweetwater, Tidewater)
- Other: _____

2. What do you think of the recent reduction of the speed limit on Brunswick Beach Rd to 20 KMH?

- It's too slow
- It's about right
- It's too fast
- Comments: _____

3. Parking in the MOTI controlled Brunswick Interchange Parking Area should be re-opened to accommodate public parking in a non-residential location and help reduce the number of vehicles driving into the lower Brunswick Beach neighbourhood looking for parking (and other areas of Lions Bay re. parking for hiking).

- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree
- Comments: _____

4. The side of the road leading down the hill from the Brunswick Interchange bus stop to the Brunswick railway crossing should be widened and street parking enabled to provide additional parking spots for the general public based on the rationale in question 3.

- Strongly Agree
- Agree
- Neutral
- Disagree

- Strongly Disagree
- Comments: _____

5. The Municipality should lobby MOTI to open up the Tunnel Point parking/rest area and/or (safe) shoulder areas to hikers wanting to access the Tunnel Point Hiking Trails

- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree
- Comments: _____

6. Parking on Crystal Falls Road should:

- Remain status quo with a few "Permit Required" spots and few public spots
- Be all "Permit Required"
- Be all open to public

7. Dogs should be permitted to access the ocean north of Brunswick Point via the water access between 26 and 29 Brunswick Beach Rd, under the supervision and control of their owners.

- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree
- Comments: _____

8. Any additional comments?

1	1. What neighbourhood do you live in?				
	Brunswick Beach East (Crystal Falls, Glendale, Goldenrod)	2			
	Brunswick Beach West (north of railway crossing)	2			
	Brunswick Beach West (south of railway crossing)	12			
2	2. What do you think of the recent reduction of the speed limit on Brunswick Beach Rd to 20 KMH?				
	It's too slow	2			
	It's about right	12			
	No opinion	1			
3	3. Parking in the Ministry of Transportation and Infrastructure (MoTI) controlled Brunswick Interchange Parking Area				
	Strongly Agree	4			
	Agree	6			
	Neutral	1			
	Disagree	1			
	Strongly Disagree	4			
4	4. The side of the road leading down the hill from the Brunswick Interchange should be widened to accommodate str				
	Strongly Agree	2			
	Disagree	2			
	Strongly Disagree	12			
5	5. Parking on Crystal Falls Road should:				
	Remain status quo with a few "Permit Required" spots and few public spots	12			
	Be all "Permit Required"	3			
	Be all open to public	1			
6	6. I am in favour of putting a bear-proof trash receptacle along the beach/road edge at Brunswick Beach?				
	Strongly Agree	3			
	Agree	3			
	Neutral	2			
	Disagree	4			
	Strongly Disagree	4			
7	7. I am in favour of putting a portable toilet facility along the beach/road edge at Brunswick Beach.				
	Neutral	4			
	Strongly Disagree	12			
8	8. Dogs should be permitted to access the ocean north of Brunswick Point via the water access between 26 and 29 Br				
	Strongly Agree	2			

Agree	1				
Neutral	3				
Disagree	1				
Strongly Disagree	8				

should be re-opened?			
reet parking.			
unswick Beach Rd, under the			

8. Comments or Feedback is welcome...

Parking is definitely an issue. Constant traffic is an issue.

The bulk of the traffic is not due to people looking for parking spaces. They are lookie-loos. There is plenty of traffic North side as well. That hasn't even been looked at. Whatever the count was on the south side add another 50%.

Since the on-ramp stopped allowing parking the sheer volume of people in our little neighbourhood subsided. This is a GOOD THING. There are times when it feels like we're living in the middle of Waikiki central. Opening things up makes that happen again.

In the past couple of years we have seen People urinating in our yard. Allowing their children to defecate IN OUR YARD. Dumping their garbage at the side of the road and around the tracks. There are people everywhere. Late parties. Used condoms. Naked bathers well past the nudist beach. Naked bathers with an obnoxious attitude.

We are not a resort. I don't mind a few people - but not what has been allowed in the last few years. There needs to be a change. And increasing the parking is not the answer. No way. No how.

Brunswick Beach should be a gated community

It is annoying that we have no parking options for visitors - We have paid for guests parking tickets and have had our own car towed from interchange at the top of the hill not realizing that it had been shut down - when we made room in our driveway for my mother to visit - there are no options for any guests to park and the parking passes for guests are difficult to obtain from municipal hall when working during the day.

Brunswick is part of the Village and there should be no difference in the parking here than over at the Village, where it is all permit required.

Opening the pay parking lots at marina and sunset, and maybe making the school parking lot pay as well, will afford hikers and visitors plenty of space to park.

Having the MOTI off ramp spot opened up actually causes MORE vehicles to come down to BB. Since it has been shut down there has been a significant decrease in traffic volume than other years. Taking into account Covid restrictions and all as well.

Please keep everything as it is. Bringing more vehicles and people to the beaches/trails does nothing but bring more traffic, people, garbage, and human waste to the areas. There are no facilities to accommodate the extra

Thank you for this survey.

Here are my parking concerns:

On the highway - by the off ramp is very dangerous - as cars are coming straight off the highway and many time people are casually unpacking their belongings near the road, walking in the middle of the road and/or not watching children. It is not safe.

Secondly, there are no adequate accommodations for beach visitors...garbage is left behind, there are no toilets or water fountains which means the local residents are left to clean up after visitors who did not clean up after themselves.

Lastly, there are many signs, yes, but it doesn't stop people from still attempting to come down with their cars. With it being a no exit, no turn around road - it's pretty surprising to have 500-600 cars drive by in a few short days.

Being that there isn't any parking available there should be a gate installed on the west side of the railroad tracks like the community of Strachan Point and Ocean Point. Speaking from personal experience often times when I come down I am following a line of traffic that eventually has to turn around and a neighbour of ours, who lives at the end of the cul-de-sac, keeps having to fix her gravel driveway since many cars use her driveway as a turnaround point.

It is a beautiful neighbourhood and a spectacular place to visit but it is important to be respectful to the local community and to keep everyone safe.

We have no duty to provide parking for non-residents and do not have the resources to do so, financially or space-wise, or bodies on the ground to enforce bylaws and the breaking thereof. While I do not live in BB, our neighborhood is inundated and plagued by parking issues 7 days a week, and until staff figure out how to enforce existing bylaws, I do not believe we are ready to accept more visitors. The biggest problem is lack of enforcement, which has been very lax for the last few years, resulting in the current issue of visitors ignoring parking signs and behaving abysmally while here (Ok, not all, but there is a large number around the beach areas who do). BB is too tiny to accommodate the type of behavior they've had to endure recently and they should not have to. Residents there have it even worse than where I live, because the problems continue into the night. Until staff can figure out how to solve these issues, I will remain strongly opposed to the village providing or

I'd just like to add that enforcement of illegal parking should be loudly amplified. Start towing. Agressively. People abuse our streets. because we allow them to do so. Especially if people are going to be completely disrespectful of our existence in Lions Bay, which seems to happen a lot.

Traffic volume should be kept to a minimum below the tracks as the streets cannot handle the congestion.

I do not understand the endless focus on providing parking in a residential area. This isn't a park it's a neighbourhood. We have been delighted with the slow down of the road in Brunswick and the sense of safety it provides for those of us who live here and for the children in the area. We have felt much safer too as the parking has been restricted and there has been a slow down of visitors. I don't know many neighbourhoods in

All parking within the village should be permit parking only (excepting parking lots/meter parking). Enforcement of parking by-laws should be increased immediately. If this is done, the message will get out very quickly and virtually all of the 'parking issues' will diminish throughout the village.

Perhaps access for dogs could be a trial? Give them hat the dogs beach is closed this year? See how things land- if people are respectful of property, picking up after dogs etc.

The Beach/Ocean access is a Public Right. Those that purchased close to the water/hiking trails do not "own" their access, and knew the popularity of these spots prior to their home purchases. To now complain, limit access of others and otherwise close down Or limit or curtail access to public lands for their exclusive private enjoyment is the definition of entitlement. Open up. Make parking available already!

I used to live in Lions Bay, and since i moved away I have been coming back to hike in the area. I was saddened to find the parking at the Brunswick Interchange Parking Area had been closed. I hope it will be reopened soon. Also, when it was open, it was quite busy, so adding some additional spots below and on Crystal Falls Road

We DO NOT wish to encourage non-residents to Brunswick Beach!! It is a very small residential area with NO WASHROOM FACILITIES! What is Lions Bay thinking of?!

We have a great number of cars parking in Fire Zone at the of Brunswick road by #15. Do we phone Bylaw when this happens or wait till they come? When these cars leave Fire zone area they are traveling at speeds greater than 20km because of this we are worried about the `children in the area. One day we are going to have a injury. I suggested speed bumps many times. I do not think and control the number of cars but we can slow them down

When the Kelvin Grove beach does reopen , will there be several spots reserved for residents only ?

I am not sure why we are accommodating people who don't pay their taxes here, use and disrespect our space. There is nothing that needs to change and the decrease in traffic in BB is welcome.

Re: Number 4 how would people turn around if you allowed parking on the road down to Brunswick would this not just drive traffic down into the residential area?

Outside visitors to Brunswick Beach has grown totally out of control. Visitors have harassed residents, walked nude in front of children & family residents, parked on their properties, walked on private property, stolen property, been rude, and disrespectful. We need to DISCOURAGE more visitors, NOT ENCOURAGE visitors. WE HAVE HAD ENOUGH! NO PARKING! PUSH BRUNSWICK RESIDENTS NO MORE PLEASE! We are paying huge taxes and can no longer enjoy our properties!

We also need to STOP the constant stream of looky-loo cars. Sometimes there are 3-5 cars jammed up with nowhere to go. They are constantly turning around on our lawns and front yards and driveways, sometimes parking on our driveway and then wandering away even after being politely asked to move. We need a sign at the top of the hill east of the railway that says "STOP. Residents and their guests only beyond this point. NO

The public, the visitors coming to Brunswick Beach are incredibly disrespectful of local residents, and that is with the parking situation as we have it, meaning, no parking for non residents.

Imagine, to have 20+ people, 10 feet off your patio, on a regular basis, making noise and bringing dogs that come right into our house if we happen to have the doors open, that is not appreciated! Even with the "no dogs allowed" bylaw in place, nobody cares, dogs are here all the time! Allowing dogs at Brunswick Beach is unacceptable. Surely the dogs that are used to going to Kelvin Grove Beach Park can survive with no beach access till September until the park is open again!! Once you increase the public parking, we will be over run by disrespectful people. Local residents are already experiencing thieves stealing from their homes, which is a new experience in Brunswick and with a "free for all" access, we will see more problems. Are you willing to increase policing for our neighborhood? Was there any thought given to where are all these people that you are planing to invite are going to use a washroom?

As it is, any given sunny day, we no longer have privacy, we are denied enjoyment of our private property, and we are left with garbage after the crowds leave! Perhaps Lions Bay Village would like to come and clean up once the dogs and the people leave. Paying the Village of Lions Bay over \$1250.00 per month on property tax and utilities, for such a high cost, I would expect to at least be allowed to enjoy our retirement in peace at our private home.

The traffic going up and down the hill is already bad enough. Cars coming up from the beach cut the corner and can not see the vehicles coming down the hill. Traffic parking on either side of the road would only make matters much worse. Add to this pedestrians hiking up the hill to the cars and you have a high likelihood of accidents involving cars and pedestrians. The MOTI parking should be sufficient to allow for residents outside of Lions Bay to park and go to the beach. As for the hiking trails across from tunnel point there a plenty of other options the MOT could be considering apart from imposing on our community. As for Crystal Falls could parking not be shifted to the gravel pit area? Possibly bring in pay parking here to cover the cost of any upgrade and maintenance needed. This is a large open, flat area with space for overflow parking. If they can charge for

Kudos to Council for their recent efforts and improved signage for traffic control/parking restrictions and Bylaw enforcement.

What should be addressed is that there are a couple of permit parking spaces available along Brunswick Road that Residents intentionally block with rocks or other means. These spaces are needed for Residents Guests and Contractors as permit parking only spots are so few. Either place signage stating they are permit parking spots or signage stating they are no parking spots, then Residents do not have to use their own unsightly methods to intentionally block the parking spot and yell at those who use it.

The no turn around signage could be larger and posted in more visible locations (such as just before the train tracks). Signage stating 'Local Traffic Only' could also be posted. Tourists tend to ignore the signs, so ideally a Gated entry in to Brunswick would do the job of keeping 'looky loos' from driving in to Brunswick and turning around in peoples driveways, or permit Residents to have gated driveways. Theft is on the increase in Brunswick so the added security of gated access either to the Community or to ones Residence is worth consideration.

Increased Public use of Brunswick Beaches raises sanitary concerns as there are no public washrooms or enough garbage cans/dog waste bins. As does the Brunswick off-ramp being frequently used as a roadside 'bathroom stop' by highway travelers - there is often toilet paper strewn on the side of the road.

Create a walking/biking trail between Lions Bay and Brunswick to join the Communities so vehicles and parking are not needed by local residents to travel to the areas to enjoy the beaches and trails.

It is concerning how many non resident vehicles travel on such a small narrow street, especially during summer

There are no sanitary services for non residents at Brunswick Beach.

Allowing more access there is a serious health risk.

Better control of the cliff jumpers

They are openly trespassing in large numbers walking along rail track

It's being well advertised on Google as the place to go and advising to park on the road to the tracks ie:

Tidewater and turn left along the tracks walk for 10 mins and take a right onto a pathway to the cliff spot

If the jumpers are stopped so would all the associated problems that go with it !!

Just leave things as they are! !

The speed change has helped slow traffic, but noticed the electronic speed indicator has been removed, this should be reinstalled for the summer months.

The signage presently posted now does NOT deter the heavy volume of traffic coming down Brunswick Rd to the end and then vehicles are simply turning around (mainly in residents driveway which most of us have had to block off) and speeding out of the area. The present signage needs to be changed to reduce the # of vehicles.

Parking: Why is LB counsel so determined to find parking in Brunswick Beach, or is it simply the CAO (who doesn't live in Lions Bay) to turn Brunswick Beach into a parking lot and do this is a residential area? I pay huge taxes to live here and it is NOT a park, resort or area that we should have to accommodate parking for non-residents. Parking for hikers in Provincial crown land again is not the responsibility of LB to accommodate, most people in LB have been helpful and patient but now with the volume it is overwhelming and the Province should open up areas to facilitate this. Has anyone thought of converting one lot up in the gravel pit area, paid parking with garbage and washrooms?

Parking on the road from the bus stop down to the tracks would simply be a disaster, people getting in and out, loading items, blocking access to see the RR signals, more signage illegal parking etc and all that for what - some revenue or accommodating others and not thinking of the residents. The small amount of revenue is nothing if all residents had to pay more taxes, most would prefer that. Also, isn't that road park of the MOTI?

Parking in the MOTI brunswick interchange might be one way to demonstrate your obsession to provide parking for outsiders but this is MOTI and must be enforced, in the past cars were everywhere, both sides in the no parking areas, on the sidewalk in the bus zone and a potential fire hazard. Did they have concern for the residents, NO.

Dogs, yes make the north beach of Brunswick a dog allowed beach, LB has one, Brunswick needs one. Right now you have one women on that beach complaining, tying up the bylaw officers on a regular basis.

We appreciate your work and support to LIONS BAY.

Allowing parking down at Brunswick will Only increase traffic as More people hear there is parking the more they will come .

Also as a tax payer I am not prepared to pay for any accommodations for hikers and other non residents . They do not contribute to our Village or shop at our store .

3. This parking lot was also used by park n riders , trades working on local houses , over flow for when residents have large events & emergency parking. The cement barrier could be moved south a bit to allow for another 4 spots . It is the safest place to park for people and allow them to have access to this area on the Sea to Sky highway. It was considered a good spot to allow parking when the new highway went in and still is. Put a sign up so they park nose in.

4. The 15 minute parking spots could be opened up & a polite sign suggesting not to drive in to the neighbourhood . The more parking out of residential areas the better. A lot of Lions Bay residents like to go to Brunswick Beach but parking is extremely limited and with all the construction it is even worse . Some legal parking spots in front of homes have self made barriers

5. It takes the strain off Lions Bay and places more spots outside of residential areas

6. Could expand parking up there a bit more

7. Pups are part of the family and better than leaving them in the cars. Be nice for residents to take their dogs on the beach as long as they clean up after themselves.

8. There has been some negative comments about the people who use the clothes free side at the far southern point of Brunswick Beach. I have found them to be polite, keep to themselves and keep the area very clean. If they were not there keeping an eye on the place who knows what would happen.

The road on Brunswick Beach is residential, a dead end and very narrow. Allowing any non-permit parking below the overpass will make it difficult for local residents to access their homes and driveways. Also there are many children in the neighborhood which will pose a safety hazard.

Putting spots in the MOTI controlled interchange will not affect traffic in the neighborhood as most of this traffic is from people just exploring, wanting to sit on the beach, or just looking around, not accessing hiking trails way up on the mountain.

The Village has done a great job helping with multiple well marked no parking and speed signs but people just ignore them or do not see them.

Lions Bay neighborhoods should not be a parking lot for all of the trails that are not under our jurisdiction . Non

For the safety of everyone, and to ensure and preserve access to our beautiful public natural spaces (beaches, mountains and forests) parking is a must. These beautiful spaces are a resource for all! We are all privileged to have spaces like this in this beautiful and privileged place in the world that we live in. Accessible parking is a reality and necessary to prevent people from feeling the need to cross the highway.

Item 4: Having parking closer to the beach would help families and older/ mobility challenged people access the natural beauty of this area.

Item 5. I have seen this on Vancouver trails website "There are 30-minute parking restrictions on the Tunnel Point parking area. Parking is not permitted along the Sea To Sky Highway and it is illegal to cross the highway. This route to Tunnel Bluffs is currently inaccessible."

This is a 4.5 hr hike. Why would there be 30 min parking restriction for access to a 4.5 hr hike??? Who does this serve? and where is the safe parking access to this public space?

Item 7: In our society dogs are a part of family life. This is not an excessively busy beach, I see no reason why dogs should not be allowed here lest people are shamefully awful at cleaning up after the furry friends, which by and by is not usually a problem.

I have lived in Squamish for 25 years, and have used the parking at the Brunswick Interchange for the last 15 - until recently. My children and I have hiked from this spot, used public transit from this spot, and regularly enjoyed Brunswick Beach. I have found this spot to be the safest in the area while not intruding on residential areas. This is the only parking area outside of LB where you do not have to cross the highway to access hiking.

My kids are now 19 & 21 and don't come to the beach with me any more, but they did grow up coming to this public ocean space. I continue to hike from here and 'go to the beach'. I enjoy my time and solitude in this area away from the hubbub of Squamish.

I do understand the concerns with this area becoming a 'mecca'.... I live in Squamish...I am very familiar with being over run by people. We have always been respectful and quiet. I love and respect nature, and feel

Maybe a large, highly visible sign at the top of Brunswick Beach Rd (near the bus stop) indicating that there is no thru road, no turn around, no public access beyond the train tracks. There is a newish sign there now, make that bigger?? Its great that it is in multiple languages.

The dog access needs to be contained and keep in one area.

Adding parking from the interchange to the railway tracks allows folks to park and walk. Maybe signs stating that..."This is the Park and Walk area. No parking beyond this point."

As a resident who uses most of the Northshore for my own convenience, we should pay it forward by providing adequate access to natural beauty that surrounds us. I dread the idea of our community being responsible for a traffic tragedy if someone were to park somewhere unsafe when there is safe parking away from the highway and residential homes. The Brunswick Rd turnoff parking can also be expanded by moving the cement barriers to provide even more safe parking. We must share, as many communities share with us. We all know how lacking

We enjoy hiking in the area as it is less busy than much of the Baden Powell trails. To encourage use of less travelled trails parking needs to be accessible.

We enjoy hiking in the area as it is less busy than much of the Baden Powell trails. To encourage use of less travelled trails parking needs to be accessible.

The public needs to have access to parking to access the public transit. Parking at Brunswick interchange allows us folks from Squamish to park and ride from there. Also, the park & ride parking below the highway (in town) has basically been closed. What is with that? How am I supposed to access public transit or a car pool? Moving forward more folks will be looking to reduce cost by ride sharing and using public transit.

People are going to come to enjoy the wilderness so the more parking outside of the away from homes the better.

The areas mentioned really have no houses near them so who is it harming ?

Lions Bay website invites people to come and enjoy the backcountry hiking and beaches

People are going to come to enjoy the wilderness so the more parking outside of the away from homes the better.

The areas mentioned really have no houses near them so who is it harming ?

Lions Bay website invites people to come and enjoy the backcountry hiking and beaches

Please contain the dogs in one area.

I'm quite certain the citizens of LB enjoy nature and amenities in communities other than their own. They go to dinner in Whistler or North Vancouver. They go up the Gondola in Squamish or mountain bike here. We all share resources and amenities. Lion Bays must equally share the resources and amenities they have (that

We require to open up public parking, mainly for hikers and visitors of our families and kids, particularly teens so they have the option of gathering in healthy ways to do healthy things like hiking, swimming, picnics, etc. Thank

<p>Your village website boasts "Parks & Open Spaces" and "Trails". The website gives detailed information how to access trailheads, beaches and parks, but then there is no parking provided. This is confusing and disrespectful to your 'guests'.</p>
<p>#4 - if parking from Brunswick Bus Stop to Railway Crossing is a consideration then I think it should be on only</p>
<p>I am a photographer based in north vancouver and used to regularly visit crystal falls but cannot now due to the no parking in the vicinity.</p>
<p>There is more traffic in the residential area. Providing parking for the now popular trails will alleviate some of the desperate attempts at parking in the residential area.</p>
<p>The Brunswick on-ramp is the safest place to park to access any point of the Lions Bay area</p>
<p>The Brunswick interchange will keep people out of the rest of the neighbourhoods</p>
<p>The northbound on ramp is the safest place for anybody to park while accessing the trails or the beach</p>
<p>We have a tremendous stream of traffic/looky loos driving through small Brunswick Beach, especially on weekends!</p> <p>Enough is enough!! We absolutely do not want public parking!! WHY is there such a need to push this onto Brunswick beach residents and welcome the world to our tiny community. We absolutely do not want this!!! We pay very high taxes and want to enjoy the properties we worked hard for. We have endless traffic turning around on our driveway and lawns. What we do need are proper signs at certain junctions stating very clearly that there is no exit and no turn around. That the area is for residents and guests only. We have been overwhelmed in summers with masses of people using the beaches and leaving garbage behind. People have been disrespectful and there are many stories to tell. We absolutely under no circumstances want public parking from the top of the hill to the railway tracks. What a nightmare that would be!!! No public parking without permits anywhere in Brunswick Beach. As for dogs, it would be well controlled ones of Brunswick residents only</p>
<p>The rest area is open and people park there. People should NOT be parking on the shoulders for Tunnel Point. There is huge risk with the corners & curves of the road, the speed of cars and large numbers people running across and walk along the highway. Someone is going to get killed there because of this.</p>
<p>I don't know why using Lions Bay resident tax dollars would ever be considered to create parking for non residents. We certainly should not be expected to accommodate people from outside the village by providing parking. It provides no benefit to the residents of our village. Most residents would agree that one of the best things of living at Brunswick is how different it is from the busyness of the city. By creating additional parking for non residents you take away a big reason many of us desire living here and then we are left to deal with the</p>
<p>We love our neighbourhood (Brunswick Beach) dogs and they should be allowed. However, the beach is enjoyed for swimming especially by children. It would not be safe (or as clean) for unknown dogs to use this area as some dogs are not well trained. When we see large, unknown dogs (which have been known to attack) we pull our grandchildren off the beach. Our swimming season is quite short, let's not spoil it for people of all ages!! P.S. Dogs are unleashed in order to swim.</p>
<p>I don't understand your first bullet point about nudity which says.</p> <p>Uses of the foreshore of Brunswick Beach can be regulated (other than Criminal Code provisions, such as those in respect of nudity)</p> <p>I have had a challenge with a few people deciding to go nude and topless directly in front of my house. I politely ask them to move down to the nude section of the beach but some refuse and get a bit nasty about it. I called the RCMP and they said the only way to prevent it from happening would be for Lions Bay to create a Bylaw prohibiting it. I am okay with it being at the far end of the beach but I shouldn't have to put up with it in my front yard. There are many young kids who call Brunswick Beach home and they can't go into a topless club, or buy a nudity magazine until they are 19 but for some reason it is okay for them to see it in their front yard? This</p>

Suggest changing the 15 minute parking spots to being open, public parking at the top of the hill across from the bus stop on Brunswick Beach Rd. They are always empty and it doesn't make sense to restrict those to only 15 minutes. We could also move the concrete barriers further out to give more parking spots at the top along the ramp off the highway to Brunswick. We really need more public parking especially for hikers.

As a taxpayer , I should be able to live on the beach front and enjoy my home and property in peace and quiet. I am paying a premium for living on the beach! By creating all those parking spaces that you are proposing, you are inviting large crowds of people from all over the mainland, creating noise and problems. These days, the general public that finds their way to Brunswick beach doesn't follow any signs / rules that are posted and behave in very disrespectful manner. Often, large crowds gather, and cause a lot of noise and disturbance, leaving a mess behind, dogs making it impossible to swim and enjoy the beach.

RE: The rationale is that in so doing, it will accommodate public parking in a non-residential location and help reduce the number of vehicles driving into the lower Brunswick Beach neighbourhood looking for parking (and other areas of Lions Bay re. parking for hiking).....

Do you really believe that when the parking lots are full, the cars will stop coming into Brunswick???

They will still be looking for parking! What are you thinking? What is this really all about?

By creating all the parking, using our tax dollars, you will be faced with additional cost (again using our tax dollars) for policing, cleanup, safety measures, washroom facilities and overnight campers. Are the people you want to invite, going to use the bushes for washrooms?

It is unacceptable to make the small beach that you are proposing the "dog beach" for Lions Bay!

I am experiencing even now, wet dogs coming into my house when the doors are open. I guess they don't see the sign NO DOGS ALLOWED! I can only imagine what will happen when it's a free for all!

Why don't you leave it all alone, if it's not broken don't fix it!

Concerns around dog park is about noise (barking), water foul with babies, and many children on the beach. Also where are these people parking that come from other parts of the Village as there is extremely limited parking near the proposed dog area. We love dogs, so am not truly opposed but have some concerns. Parking on the down slope to Brunswick, how will people turn around, have concerns that this will drive more traffic into the residential area. And also the increased number of people and social distancing enforcement. When all the parking was open there where large groups of people on the beach, with very little enforcement and with one bylaw officer for the whole village I have concerns about enforcement and safety. Asking for volunteers is great, but the attitude we have encountered would not make me feel safe approaching large groups. While I wish to welcome hikers and others to our community at present I still have concerns around large gatherings and social distancing in our very small enclave of houses. And there are many more children in this area and I hope they can feel safe on the street and the beach. As I was gardening on my deck on Saturday and Sunday (July 4-5) there

Thank you for asking our opinion. I feel that a lot of the traffic issues in BB could be curtailed if there is clearer signage before the stop sign, at the MOIT parking area and down at the south end. I'm hoping to come to you on the 21st with a united BB voice with accompanying photos and drawings. My preference would be that the beach beside #7 and across from #8 be open to dogs as there is already good access, the run room is much bigger and doesn't effect residents and a doggy bag stand is there as well. I have a house across from this beach

I agree with Kelly's comments on the survey she sent in and strongly feel the dog area your wanting to open up for covid should be on the the beach out front of the road leading to our houses. Thank you

Please note that there are two surveys coming from one email but Kelly responded as she owns 17 brunswick and I own 16 Brunswick Beach and we're assuming all homes get a say... thanks again, John

<p>Shoulder areas should not be used for parking.</p> <p>Please give back to the public the 10-12 parking spots right after the Brunswick road exit. This spot is nowhere near any houses or the highway and it doesn't present any danger or any disturbance to the residents. I fully understand that the residents of the area do not want too many visitors but the nature belongs to all of us.</p> <p>George Doulos</p>
<p>Parking on the shoulder is unsafe.</p> <p>Brunswick interchange is used by multi-user groups - residents and visitors alike. I'm certain LB residents use facilities, and trails in other communities. Blocking use of public space in LB by closing parking is unethical and</p>
<p>On Survey received by mail: NO portable toilet at s. Brunswick (would you like a porta-potty outside your door where your windows view). There is always vandalism and we don't need the smell. Bear proof trash can - one only between house # 7 - 8 on beach side.</p> <p>Dog park- what about the park Lions Bay purchased north of house #61, across the stream, where there are no houses. Drop off kayak, etc. should be installed removing bush area between # 7 -8. I am tired of the cars parking</p>
<p>Dogs need to restricted to one area. Parking on the shoulder is not safe.</p>
<p>I'm a hiker, and there's almost no where to park in the Lions Bay Area. Definitely need more parking to improve access to hiking trails.</p>
<p>Resident dogs should have access to both beaches as many residents are pet owners and their dogs are considered members of the family. Well behaved dogs who do not disturb residents should be allowed on the beach - especially in bad weather when the beaches are empty.</p>
<p>We've been having trouble finding residents only parking if we want to come down to Walk the beach, there's not enough parking now that many spots have been removed. I hear there's a couple air B&b rentals near the that are using up parking, making it impossible for residents to park. Also, our north van friends have been enjoying access to hiking trails by parking on the highway. It's a shame to deny them of access to these walks.</p>
<p>I have been unable to go hiking in the area any longer due to the lack of parking. I have been visiting the area for 20 years, and I never leave any trash on the trails or roads. I have often picked up trash. There are many of us that are middle-aged and older who enjoy the natural areas around Lions Bay, are very respectful and polite, but no longer have access, which feels quite unfair. I feel it would be best for the residents of the area to have some</p>
<p>All beaches and parks in Canada are public property, and the public has the legal right to access them. I strongly feel that the recently posted signage which prohibits the (already very limited) supply of legitimate public parking spaces which we use to access Brunswick Beach is unwarranted, and should be removed. We, ALL the taxpayers, collectively and publicly own these beaches and trails. These precious outdoor spaces should not be exclusively reserved for only the people who live directly in Brunswick Beach to enjoy! Citing "Covid safety concerns" as yet one more reason to prohibit the public from accessing Brunswick Beach makes no sense, (given the fact that Covid transmission occurs almost exclusively in enclosed environments w/ poor ventilation.) Some of the residents of Brunswick Beach have been focusing a great deal of energy on trying to prohibit "outsiders" who come to enjoy the public spaces around Brunswick Beach for years. Furthermore, we are talking about only maybe 40 parking spots here in total: the tiny handful of people like myself who know about these parking spots- and have been using them for decades- is very small... meaning only a small trickle of people are even ever able to visit Brunswick Beach or hike the bluff trails in one day. I believe that this latest round of newly posted parking restrictions actually has nothing to do with Covid safety concerns, but rather is yet one more round of the residents of Brunswick Beach attempting to eliminate the public's legal right to access any and all publicly owned</p>
<p>Where do folks from Lions Bay parking when they go grocery shopping, or to the movies, or for dinner? I would imagine they hope / expect to park in the areas where they use services and recreate. The same can be said for people who live outside LB and want to visit there.</p>

<p>I am a disabled woman, 73 years old, I have been using Brunswick Beach for almost 30 years.. it has been really distressing to me not to be able to access my favorite public beach... I hope you take my opinion into consideration. I cannot walk far or carry anything so public parking would help with that, thank you.</p> <p>I have been enjoying these shoes for decades. I find it tragic that real estate ownership has led to such a reduction in access for the public. Given the chance we can all manage ourselves respectfully and there is no</p> <p>Thank you for this opportunity to give our feedback</p> <p>30 minute parking at tunnel point is new, and the signage is inadequate. Message online is inadequate for awareness.</p> <p>3 cars of unaware hikers were towed during COVID to a lot by 2nd narrow bridge!! This cost a cumulative total of around \$1000 with towing charge and taxi's</p> <ol style="list-style-type: none"> 1) I'd recommend placing a sign facing drivers in the parking spots themselves. 2) place a sign at the beginning of the hike trail to warn hikers.. <p>This relates to the entire village, not just Brunswick.</p> <p>This might be a simplistic perspective but unless we're Federally mandated to do so, why are we spending village tax dollars to pay for visitor convenience?</p> <p>Apart from the store no one benefits economically from this outlay, we have no restaurants, lodging, gas stations, tour operators or campgrounds that would otherwise directly benefit from the regular influx of people visiting these attractions. The communities surrounding Provincial and National Parks do benefit and the parks themselves receive financial support from the Federal/Provincial Governments which no doubt goes towards visitor operations, does Lions Bay receive anything from the Provincial or Federal Governments to cover operational costs associated with the various well known – and the illegitimate – attractions and therefore supplementing the costs of their excess use by visitors?</p> <p>With crumbling infrastructure and woefully inadequate beach facilities Lions Bay already has its own problems and I would rather see my taxes go to these projects, not enhancing or enabling a visitor experience. We should still be accommodating but I think LB staff and volunteers have gone over and above the expectations for such a small community. Continuously amending road signage and deliberating about our official messaging is taking up too much of Public Works' and Council's time and money. We already provide and maintain adequate parking so unless the province financially supplements these additional initiatives from their taxes we should leave it at that.</p> <p>As a side note: all visitor parking should be fee based just like National Park fees and if there is insufficient allocated parking on any given day, visitors have the choice of going elsewhere or parking with the very real risk of a hefty ticket or tow.</p> <p>The fact that we are considering opening up Brunswick for even more visitors, and creating new spots where there was previously vegetation to enable increased traffic when there is zero return on investment does not</p> <p>In my view, due to Covid and the threat/likelihood of a resurgence this fall or earlier, this is the wrong time to be considering opening up such a small neighbourhood like Brunswick Beach to non-residents. Same for the dogs, and the people and traffic that will invite, and the parking that will necessitate. Brunswick Beach is too small for</p> <p>I really enjoy hiking in the area which is a very safe COVID activity and advocate for the spots to be re- opened.</p>

<p>I have enjoyed accessing the hiking trail and community of Brunswick Beach for the past 12 years as a resident of Vancouver. It has been disheartening over the past few years to see this public resource be gradually made more</p>
<p>although I am not a resident of lions bay, I have grown up accessing lions bay trails (brunswick mtn, tunnel bluffs), as well as the beaches. This area is a beautiful pristine area of bc that I've always found very well looked after - I would love to continue to access these areas in the future!</p>
<p>I miss accessing Brunswick beach.</p>
<p>Re-open parking next to the highway on Brunswick exit (3rd lions bay exit as one drives towards Squamish on</p>
<p>The past few years has seen a tremendous increase in the volume of cars parking, often haphazardly, around the Brunswick interchange, with cars blocking the bus stop, sidewalks, and grass landscaped areas. It has been a welcome reprieve since MOTI placed the No-parking signs all the interchange roads. Safer for my children to access the bus stop and less garbage left piled on the roadside. If parking is allowed in the interchange then I would hope that the tow-away signs remain and are enforced in the areas outside the designated parking spots. Also it might be a good idea to time restrict the parking to prevent campers from permanently occupying the</p>
<p>Access to hike in this area requires the ability to drive and park a vehicle. Limited parking, enforced strictly, impacts my ability to enjoy Beautiful BC.</p>
<p>Thanks you for this survey. The Crystal Falls trail head needs to have more parking spots since this trail and views are stunning. It is away from residences and would not cause as much congestion. Members of local Conservation groups who monitor herring and other marine life in the area at the Beach also require access. This trail is also a nice area for natural history and geology life-long learning for seniors. A reasonable amount of parking is required so as not to overwhelm residents but allow access for public during a time when Province is encouraging staycations for locals.</p>
<p>As a Hiker that loves the trails near lions bay I was so disappointed to see the parking limitations in the area. As lions bay parking is safe and doesn't intrude on the neighbourhood I would love to see that opened up again.</p>
<p>so many signs are also sight pollution. Big drop off at NE corner of Railway tracks should be fixed it is dangerous</p>
<p>There should a sign at the top of the road that states "Residential Traffic Only"</p>
<p>I will submit comments via email as this is not enough space to actually leave comments about each question</p>
<p>'Under supervision and control'? We already have dogs on the beach and we have yet to see such control.</p>
<p>If you're asking if the beach should be open to the public to bring their dogs then no... LB residents yes.</p>
<p>sorry sent too soon. I'm not in favour of garbage on the beach but perhaps another set by the bus stop. Dogs</p>
<p>Q2: "40 was too high"; Q3: "Ensuring parking only in that area previously once area was full, they parked on both sides, in bus zone, on walkway, NO respect for no parking signs + no fear as they were not towed" ; Q4: "Ridiculous - this is not suitable for parking, peopel unloading beach stuff, dogs, etc. dangerous" Q7: "no way. This is not a park; this is a residential area"; Q8: "Make the south beach a dog, they use it already - other beach is only "private" area left"; Q9: "Lions Bay Council needs to understand this is a residential area, there is NO need to provide parking for beachgoers, tourists. Do they pay taxes here, NO. For the trails, it is provincial and MOTI can find suitable parking. Why not look at the gravel pit, numerous parking levels there. Does the COA have a personal desire mandate to make Brunswick Beach a park for all and no regard for residents, he doesn't even live</p>
<p>Q4: "We don't need someone being hurt by a car door opening unexpectedly into the path of a dump truck or building supplies vehicle. There is too much traffic (construction trucks and tourists) that often "flies" down the hill."; Q6: "most garbage comes in from boats. most beach people or hikers clean up after themselves"; Q7: "it will mostly be a convenient pit stop for people off the highway. It isn't needed"; Q8: "As it is too many dog owners aren't picking up after dogs nor are they keeping them on leashes"; Q9: " Dogs on beaches are a health hazard because of fecal matter and urine. Brunswick Beach (Alberta Bay) was closed a few years ago due to E. Coli or some such problem. The article, "What to do with Dog Poo", in the Village Update (July 3, 2020) about sums it up. I have had rogue dogs comes into my yard from the beach to do their business. Dogs will survive the</p>

Q2: "Thank you. It has helped"; Q3: "Creates safety issue. People walking and congregating on the road. Have had a few close calls with issues relating to parking along highway."; Q4: "Why? Makes no sense"; Q7: "Who would want a port-a-potty near their house?" Q9: "The amount of traffic (several hundred) in a single afternoon makes me wonder why we can't control access (vehicle access) to our small "no Exit" street by installing a gate. RFID technology would make it pretty easy to control the traffic by allowing any residents of Lions Bay entry. I am sure a survey of residents of Brunswick would show that they would even be willing to pay for it. We are all

Q2: "thank you."; Q3: "We already have too many visitors that disrupt our lives and that do not respect the current residents. The area cannot handle more of the general public"; Q4: "why should we invite more of the public? It is not required. We need less public disrupting our lives, not more."; Q7: "It will only invite more people. There are enough of the public coming already without inviting more. They are disrespectful and are ruining our life." Q8: "Why should dogs only be in this small section of the beach? Dogs should be at all beaches. There are enough resident dogs." Q9: "The public drive on our lawns, park on our driveways and then walk away, do not move their cars when asked, and disrespect the residents. They walk nude in front of our properties and leave trash behind. There are enough visitors without inviting more. The number of visitors has increased exponentially and is too much to handle. We need less visitors, not more. Do not download more hassle onto Brunswick Beach residents please. It is unbearable! We have lost what we hoped for when we moved here. Please also remove the large black water container accross from 24 Brunswick Beach Road. It is unsightly. This property is the low part of the bowl and collects the storm water for most of the residents south of the railway

Q2: "Truly appreciate the change to 20 mph"; Q7: "This is a residential neighbourhood and although we welcome other Lions Bay residents we don't want to be overwhelmed by crowds from outside the municipality." Q8: "There are plenty of trails and wonderful walks for dogs including my own throughout Lions Bay that we enjoy. My understanding is that beaches are and should remain dog free for the enjoyment of residents, guests



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	Encroachment Agreement for 52 Brunswick Beach Road		
Author	Peter DeJong	Reviewed By:	
Date	July 23, 2020	Version	
Issued for	July 28, 2020 Council Meeting		

Recommendation:

- (1) THAT Council approve the draft Encroachment Agreement dated for reference the 28th day of July, 2020 for the Licensee, Carl Lund and Nicola Lund;
- (2) THAT staff instruct legal counsel to prepare a section 219 Covenant to incorporate the said Agreement into a registrable Land Title Office document;
- (3) THAT the Mayor or Acting Mayor and the Chief Financial Officer be authorized to execute the Agreement and the Covenant.

Attachments:

Draft Encroachment Agreement for 52 Brunswick Beach Road

Key Information:

The owners of 52 Brunswick Beach Road have prepared a landscaping plan for the area in Schedule "A" attached to the draft agreement. Staff have worked with the landscape architects to ensure protection of and access to the Municipality's infrastructure within the the License Area.

This stretch of Brunswick Beach Road is somewhat illusory as the travelled portion of the road is situated within the railroad right of way and the Municipal right of way has the appearance of being the front yards of the properties along this stretch. The Municipal RoW also contains the municipal water main and any development along this section requires some care to ensure Municipal infrastructure is protected and accessible going forward. This is reflected in the draft agreement attached, particularly section 1 (a) to (e).



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Options:

- (1) Approve the draft Encroachment Agreement in accordance with the recommendations at the beginning of this report (this will also result in registration of a section 219 covenant in the Land Title Office;
- (2) Amend the Encroachment Agreement in respect of one or more of the areas covered by it;
- (3) Reject the Encroachment Agreement, which would in fact be detrimental to the interests of the Municipality in respect of the protection and accessibility of its infrastructure;
- (4) Refer the matter back to staff for further information.

Preferred Option: Option 1 is the preferred option. The applicant's landscape architect has cooperated with staff throughout the process to achieve a mutually satisfactory result.

Financial Considerations: If approved, the owners will need to pay the requisite fee for registration of the section 219 covenant in the LTO.

Legal Considerations: Protection of the Municipality's position through pre-vetted, standardized documents.

Follow Up Action: Per Council direction.

Communication Plan: Convey the decision to the owners and their landscape architect.

**HIGHWAY ENCROACHMENT AGREEMENT
(LICENCE TO OCCUPY)**

THIS AGREEMENT dated for reference the 28th day of July, 2020.

BETWEEN:

CARL MILTON LUND AND NICOLE STACEY LUND, owners of 52 Brunswick Beach Road, Lions Bay BC, V0N 2E0

(hereinafter called the “**Licensee**”)

AND:

VILLAGE OF LIONS BAY, a municipal corporation, having offices at 400 Centre Road, Lions Bay BC, V0N 2E0

(hereinafter called the “**Municipality**”)

GIVEN THAT:

- A. The Municipality holds ownership and possession of highways lying and being in the Village of Lions Bay in the Province of British Columbia as per s. 35(1) of the *Community Charter*. The portion of highway known as Brunswick Beach Road and subject to this agreement is shown on the landscape plan by Architecture Culture Inc. stamped March 25, 2020 and attached hereto as Schedule “A”, being all portions east of the demarcated north-south property line.
(the “**Road**”)
- B. The Licensee is the fee simple owner of those lands adjacent to the Road being in the Village of Lions Bay in the Province of British Columbia, more particularly known and described as:

PID: 030-190-011, being That Part of District Lot 1815 Group 1 New Westminster District Shown on Plan EPP69335

(the “**Licensee’s Property**”).
- C. The Licensee wishes to encroach upon an area of the Road as outlined in black on Schedule “A” to this agreement (the “**Licence Area**”).
- D. The Municipality has agreed that the Licensee may occupy the Licence Area for the purposes and on the terms and conditions herein set forth.

NOW THEREFORE THIS AGREEMENT WITNESSES that in consideration of the premises and covenants contained herein and sum of \$10.00 now paid by the Licensee to the Municipality and

other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. **Grant of Licence** – The Municipality, on the terms and conditions set forth herein, grants to the Licensee the non-exclusive right and licence (the “**Licence**”) to access, to construct and to maintain the works as shown on Schedule “A”, subject to the following restrictions:
 - (a) the three (3) metre exclusion zone for water main and water service (the “Exclusion Zone”) shall be kept free and clear of all obstructions at all times;
 - (b) there shall be no driveway fence or gate on the east side of the Exclusion Zone that could prevent access to the Exclusion Zone;
 - (c) the water shut-off valve on the southside of the License Area shall be kept clearly marked, easily accessible and free and clear of any obstructions;
 - (d) the concrete paver landscaping platforms leading to the front entry of the dwelling shall incorporate professional landscape design elements to prevent any trip or fall hazards for any person;
 - (e) no vehicle, trailer, equipment or material may be parked or placed on the driveway in such a way as to be within five (5) metres of the fire hydrant located on the north side of the License Area.

(the “**Works**”) for the purposes of use and enjoyment by the Licensee and its permitted assigns and their servants, agents and invitees and for the Municipality and its successors and assigns and their servants, agents and invitees.
2. **Term and Renewal** – This Licence shall commence on the **28th day of July, 2020** (the “**Commencement Date**”), and shall terminate upon the occurrence of any of the circumstances detailed in section 3, unless otherwise agreed in writing by the Municipality.
3. **Termination**
 - (a) The Licence will automatically terminate upon any of the following occurrences:
 - (i) the Works being removed with the permission of the Municipality;
 - (ii) the Licensee breaching a term of this Agreement;
 - (iii) at any time upon the Licensee providing written notice to the Municipality;
or
 - (iv) at any time upon the Municipality providing at least 6 months written notice of termination to the Licensee.
 - (b) The Licence may be cancelled or terminated despite any rule of law or equity to the contrary in accordance with any of the following provisions:

- (i) if the Licensee defaults in the observance or performance of any of the terms and conditions contained in this Licence and the Licensee fails to cure such default(s) within 30 days after written notice from the Municipality then the Municipality will be entitled to terminate the Licence without limiting the Municipality's other remedies at law or at equity; and
- (ii) if the default under subsection (i) reasonably requires more time to rectify or cure than 30 days, the Licensee will be deemed to have complied with the rectification or curing of it if the Licensee commences rectifying or curing the default within 30 days after notice from the Municipality and diligently completes same as soon thereafter as is reasonably practical.

All of the Licensee's obligations under this Licence that are outstanding on the date that this Licence is terminated will survive the termination of this Agreement. For certainty, the Licensee's obligations to release and indemnify the Municipality shall survive the termination of this Agreement, but only in respect of events occurring before termination of this Agreement.

4. **Powers** – For the purposes of the Licence herein, the Licensee and its servants, agents and invitees shall have the right to:
 - (a) use the Licence Area;
 - (b) have unobstructed access to and from the Licence Area at any and all times;
 - (c) clear the Licence Area and keep it clear of anything which might in the opinion of the Licensee, acting reasonably, constitute an obstruction to the use of the Licence Area by the Licensee; and
 - (d) do all other things on the Licence Area as may be reasonably necessary, desirable and incidental to the use of the Licence Area.
5. **Municipality May Access and May Undertake Work** – The Municipality shall have free access to all parts of the Licence Area. The Municipality is not required to give any notice to repair the Road or the Licence Area in its absolute discretion.
6. **No Other Improvements** – The Licensee will not, without the prior written consent of the Municipality, construct, install, affix, place or store or permit the construction, installation, affixing, placing or storage of any buildings, structures, works, improvements, fencing, material or chattels or anything of any nature or kind including, without limitation, on any part of the Licence Area other than the Works identified in section 1 of this agreement.
7. **Use** – The Municipality will at all times have a priority right to use and occupy any portion or all of the Licence Area, without notice, in order to access Municipal infrastructure or other portions of the Road, or the Licensee's property, or to carry out any public service or responsibility that requires use of or access to the Licence Area. The Licensee acknowledges and agrees that, by granting this Agreement, the Municipality is not

accepting any responsibility for the Licensee's use of the Licence Area. The Licensee shall use best efforts to cause a minimum of obstruction and inconvenience in the Licence Area.

8. **Maintenance, Repair, Replacement** - the Licensee, or their successors, shall be solely responsible for maintenance, and if necessary, repair or replacement of the Works and the Municipality shall have no responsibility or liability whatsoever for the Works or any portion thereof; the Licensee shall apply for and obtain explicit permission from the Municipality before conducting any repair or replacement of the Works or any portion thereof. This Agreement shall be subject to Driveway Crossings Bylaw No. 521, 2017 and without limiting the generality of the foregoing, specifically subject to section 7.8 thereof.
9. **Site Clean-up** – Upon termination of this Licence, the Licensee will leave the Licence Area in a tidy condition, and the Licensee, if required by the Municipality in its sole discretion, shall remove all personal property belonging to the Licensee within 60 days after termination of this Agreement. Any personal property not removed by the Licensee shall become the absolute property of the Municipality free of all encumbrances, without payment of any compensation to the Licensee.
10. **No Waste or Nuisance** – The Licensee will not commit or allow any wilful or voluntary waste or destruction of the Licence Area, or do anything that may become a nuisance or annoyance to other occupiers of the Road or adjoining lands. The Licensee will not stockpile or burn any materials on the Licence Area.
11. **Compliance with Laws** – The Licensee will at all times during the currency of this Licence use the Licence Area in compliance with all statutes, laws, regulations and orders of any authority having jurisdiction and, without limiting the generality of the foregoing, all federal, provincial, or local government laws or statutes or bylaws relating to environmental matters, including all the rules, regulations, policies, guidelines, criteria or the like made under or pursuant to any such laws.
12. **Covenant and Assignment** – The Licensee agrees to forthwith execute a section 219 covenant, to be prepared by the Municipality's solicitor, to be registered in the applicable Land Title Office incorporating the terms of this Agreement. Except as expressly set out herein, the rights granted to the Licensee under this Agreement may not be sublicensed, assigned, or otherwise transferred. Upon transfer of ownership of the Licensee's Property, the Licensee must assign its interests and obligations under this Licence to the new property owner with the prior written consent of the Municipality, such consent not to be unreasonably withheld or delayed, and will provide the Municipality with evidence of such assignment to the Municipality's satisfaction. If the Licensee is unsuccessful in assigning its interest as set out herein within 30 days of the Licensee's Property being transferred, the Licensee agrees to immediately pay to the Municipality upon demand, up to \$2,000 in costs associated with and incurred by the Municipality in the negotiation and execution of a new licence agreement with the new owner, or termination of all rights hereunder, such costs being determined at the sole discretion of the Municipality.
13. **Risk** – The Licensee accepts the Licence Area on an as-is basis and agrees that it will use the Licence Area at its own risk, and that the Municipality will not be liable in respect of

any loss of life, personal injury, damage to property or loss of property suffered by the Licensee, its servants, agents, or invitees arising out of this Agreement or its or their use and occupation of the Licence Area.

14. **Indemnity** – The Licensee hereby indemnifies and saves harmless the Municipality, its officers, directors, elected officials, employees and agents from and against any and all losses, claims, costs, expenses, damages and liabilities, causes of action, suits and judgments including all costs of defending or denying the same, and all costs of investigation, monitoring, remedial response, removal, restoration or permit acquisition and including all solicitor’s fees and disbursements in connection therewith which at any time may be paid or incurred by or claimed against the Municipality, its officers, directors, elected officials, employees, agents and invitees arising, directly or indirectly, out of:
- (a) the uses of the Licensee under this Licence;
 - (b) a breach by the Licensee of any of the covenants contained in this Licence;
 - (c) any wrongful act or neglect of the Licensee on or about the Licence Area;
 - (d) any damage to property related to the Licensee’s use and occupancy of the Licence Area;
 - (e) any damage to the Road or to Municipal infrastructure beneath the Road;
 - (f) the death of or injury to any person arising out of or in any way connected with, directly or indirectly, the Licensee’s use and occupancy of the Licence Area.

This section does not apply to liabilities, damages, costs, claims, suits or actions arising out of the gross negligence or wilful misconduct of the Municipality, its agents, servants, employees or contractors.

15. **Insurance** – The Licensee shall obtain and keep in force throughout the existence of the Licence insurance naming the Municipality as an additional insured and protecting the Municipality and the Licensee (without any rights of cross-claim or subrogation against the Municipality) against claims by any person, including any member of the public using the Road, for personal injury, death, property loss or damage, and third party liability or public liability claims arising from any accident or occurrence on the Road or other loss relating to the Licensee’s use of the Road to an amount of not less than Five Million (\$5,000,000.00) Dollars per occurrence (the “**Insurance Policy**”).
- (a) The Insurance Policy shall provide that it is not terminable or alterable without the giving of 30 days’ written notice to the Municipality.
 - (b) At the time of execution of this Licence, the Licensee shall deliver to the Municipality a copy of the Insurance Policy or an insurance binder or note evidencing that the Licensee has obtained the Insurance Policy on the terms set out herein.

- (c) At any time during the Term of this Licence the Municipality may require the Licensee to provide evidence to it that the Insurance Policy is valid and in full effect.
16. **Breach** – In the event that the Licensee breaches any term, condition, or provision of this Agreement, the Licensee shall remedy the breach within 30 days of receipt of a notice from the Municipality and if the breach is not remedied within that time period, all rights accruing to the Licensee under this Agreement shall cease without further notice to the Licensee, unless the Municipality, in its sole discretion, decides otherwise.
17. **Municipality May Take Action** – If the Licensee fails to do any matter required of them under this Agreement, the Municipality is entitled to take all such actions on the Licensee’s behalf and at the Licensee’s cost as are reasonably necessary to rectify the Licensee’s failure, but the Municipality is in no circumstance liable for not taking such action or its manner of doing so, provided that the Municipality acts reasonably. The Licensee shall pay to the Municipality the costs the Municipality incurs pursuant to this provision forthwith upon receipt of an invoice.
18. **General**
- (a) This Agreement will enure to the benefit of and be binding upon the Licensee and its successors, administrators and approved assigns and upon the Municipality and its successors, administrators and assigns.
 - (b) Every reference to each party is deemed to include the heirs, executors, administrators, corporate successors, servants, employees, agents, contractors, officers, licensees and invitees of such party, wherever the context so requires or permits.
 - (c) Wherever the singular or masculine or neuter is used in this Agreement, the same shall be construed as meaning the plural, the feminine or body corporate where the context or the parties thereto so require.
 - (d) The Schedules attached to this Agreement form part of this Agreement.
 - (e) Time is of the essence of this Agreement.
 - (f) The section headings have been inserted for reference only and do not define, limit, alter or enlarge the meaning of any provision of this Agreement.
 - (g) The Licensee’s use of the Licence Area will under all circumstances be viewed as a licence only and will not create nor be deemed to create any property interest in favour of the Licensee in the Licence Area.
 - (h) This Agreement shall be governed by and construed in accordance with the laws of the Province of British Columbia.

- (i) Nothing contained or implied in this Agreement shall fetter in any way the discretion of the Municipality or the Council of the Municipality. Further, nothing contained or implied in this Agreement shall derogate from the obligation of the Licensee under any other agreement with the Municipality or, if the Municipality so elects, prejudice or affect the Municipality's rights, powers, duties or obligation in the exercise of its functions pursuant to the *Community Charter* or the *Local Government Act*, as amended or replaced from time to time, or act to fetter or otherwise affect the Municipality's discretion, and the rights, powers, duties and obligations of the Municipality under all public and private statutes, by-laws, orders and regulations, which may be, if the Municipality so elects, as fully and effectively exercised in relation to the Road as if this Agreement had not been executed and delivered by the Licensee and the Municipality.

END OF PAGE

IN WITNESS WHEREOF the parties have executed this Agreement as of the date first above written.

Village of Lions Bay)
by its authorized signatories:)
)
)
)
)
_____)
Mayor)
)
)
)
_____)
Corporate Officer)

Licensee)
)
)
)
_____)
[Name])
)
)
)
_____)
[Name])
)

SCHEDULE "A"
SKETCH PLAN OF ROAD AND LICENCE AREA

**ARCHITECTURE
BUILDING
CULTURE**

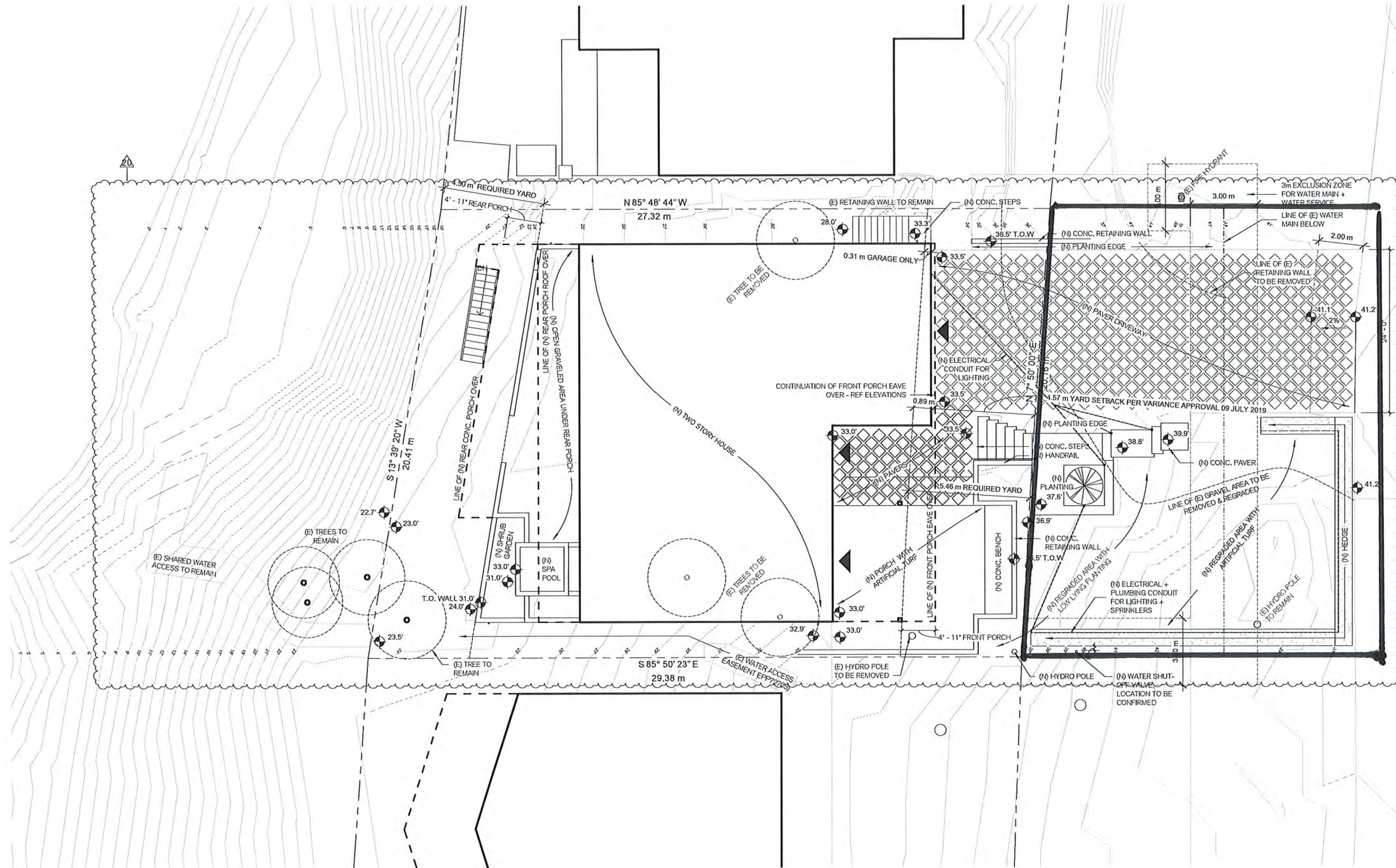
ABC Architecture Building Culture Inc.
Holder of Certificate of Practice
Architectural Institute of British Columbia

#203-132 WEST 15th ST
NORTH VANCOUVER, BC V7M 1R5
+1 778 869 3505
www.architecture-bc.com



NOT VALID WITHOUT ORIGINAL
SIGNED SEAL OF THE APPROVING
REGISTERED ARCHITECT

Schedule "A"



LUND HOUSE
52 BRUNSWICK BEACH

OWNER INFORMATION
LUND FAMILY

REVISIONS
Description
1. DATE: 15 AUG 19
2. DATE: 26 AUG 19
3. DATE: 28 AUG 19
4. DATE: 28 FEB 2020
5. DATE: 25 MAR 2020
Description
1. REVISED PER PLAN REVIEW FROM ABC
2. REVISED PER PLAN REVIEW - LEVEL 1 REVISION - L1 FLOOR ASSEMBLY CHANGE
3. REVISED PER PLAN REVIEW - FOUNDATIONS, GEN. ACC. INFO FOR CONSTRUCTION
4. REVISED PER PLAN REVIEW - COMMENTS FROM PUBLIC WORKS MARCH 19
5. REVISED PER PLAN REVIEW - COMMENTS FROM PUBLIC WORKS MARCH 19

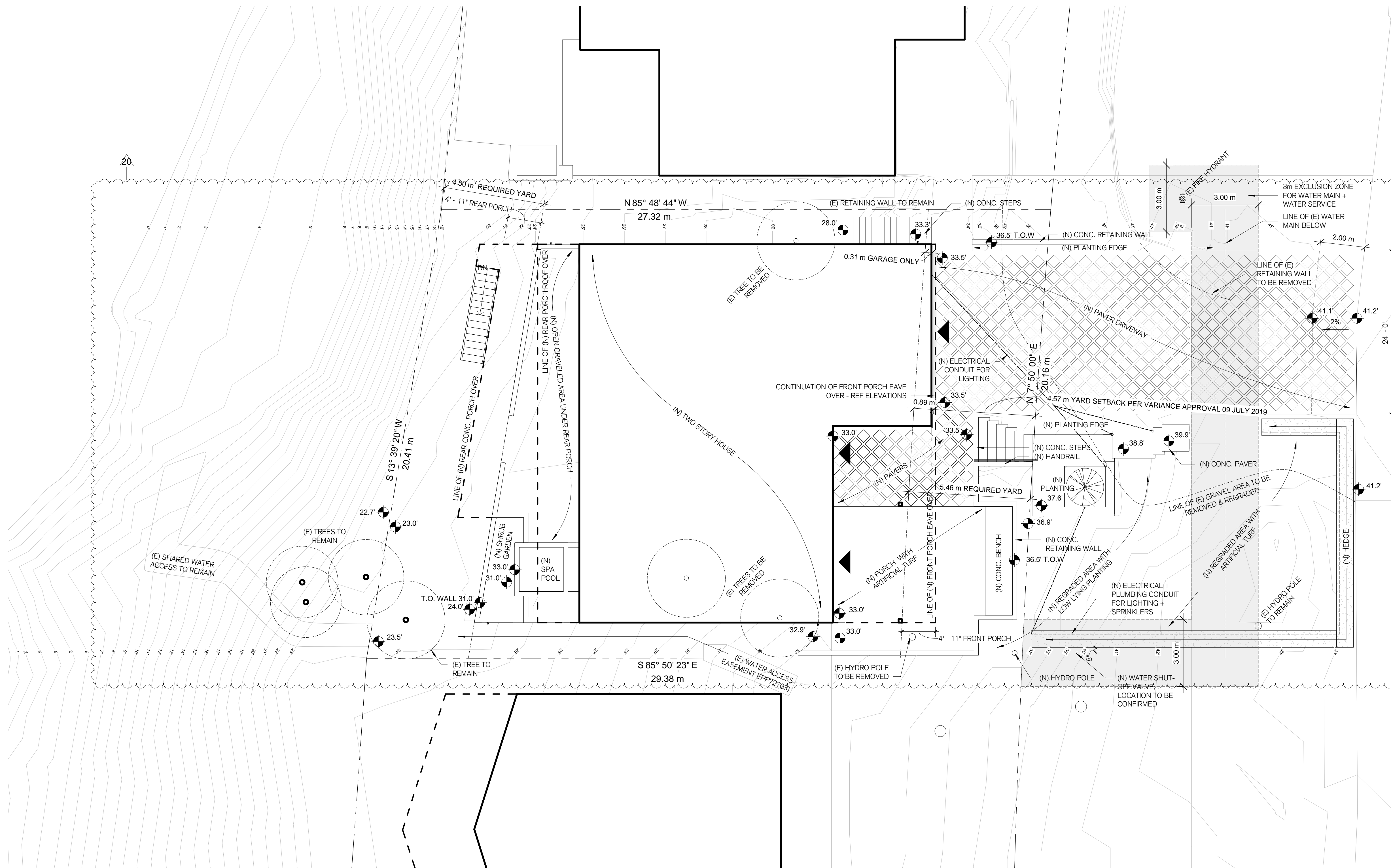
DRAWN BY: ABC
DESIGNED BY: ABC
APPROVED BY: MR
PROJECT NUMBER: 201904
SCALE: 1/8" = 1'-0"
DATE: 10 JULY 2019

BUILDING PERMIT
SITE PLAN

A1.1
R4

01 SITE PLAN
SCALE: 1/8" = 1'-0"

NOT VALID WITHOUT ORIGINAL
SIGNED SEAL OF THE APPROVING
REGISTERED ARCHITECT
IF IN DOUBT, ASK.



REVISIONS

NO.	DATE	DESCRIPTION
1	14 AUG 19	MOVED PATIO STAIRS, ADDED MECH. ROOM AND W/C
2	26 AUG 19	DR & W REVISIONS + LEVEL 1 REVISION + 1 FLOOR ASSEMBLY CHANGE
3	26 AUG 19	ADD EASEMENT, REV. FOUNDATIONS, GEN. ADD. INFO FOR CONSTRUCTION
4	26 AUG 19	ADD EASEMENT, REV. FOUNDATIONS, GEN. ADD. INFO FOR CONSTRUCTION
5	26 AUG 19	ADD EASEMENT, REV. FOUNDATIONS, GEN. ADD. INFO FOR CONSTRUCTION
6	18 MAR 20	BOULEVARD REVISIONS: COMMENTS FROM PUBLIC WORKS MARCH 10
7	18 MAR 20	BOULEVARD REVISIONS
8	25 MAR 20	BOULEVARD REVISIONS

Drawn by: ABC
Designed by: ABC
Approved by: MR
Project number: 201904
Scale: 1/8" = 1'-0"
Date: 10 JULY 2019

BUILDING PERMIT
SITE PLAN

A1.1
R4

ARCHITECTURE BUILDING CULTURE INC. (ABC) is the owner of the copyright in these drawings, plans, designs, and specifications. They must not be used, reproduced or copied, in whole or in part, without the prior written consent of ABC. ABC disclaims any responsibility and liability for any errors or omissions which may appear in these drawings, plans, designs, and specifications, and the design client shall be responsible for any errors or omissions which may appear in these drawings, plans, designs, and specifications. Follow the design professional's guidance with respect to any errors, omissions, inaccuracies, and/or conflicts which are depicted.

Intentionally Blank



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	Encroachment Agreement for 61 Brunswick Beach Road		
Author	Peter DeJong	Reviewed By:	
Date	July 23, 2020	Version	
Issued for	July 28, 2020 Council Meeting		

Recommendation:

- (1) THAT Council approve the draft Encroachment Agreement dated for reference the 20th day of February, 2020 for the Licensee, Jorge Erdely Graham;
- (2) THAT staff instruct legal counsel to prepare a section 219 Covenant to incorporate the said Agreement into a registrable Land Title Office document;
- (3) THAT the Mayor or Acting Mayor and the Chief Financial Officer be authorized to execute the Agreement and the Covenant.

Attachments:

- (1) Draft Encroachment Agreement for 61 Brunswick Beach Road;
- (2) Memo re: Works on Village Right of Way;
- (3) Photos re. 61 Brunswick Beach;
- (4) Correspondence from Russ and Dorothy Meiklejohn, 59 Brunswick Beach Road.

Key Information:

The owner of 61 Brunswick Beach Road has requested an encroachment agreement recognizing the historic and pre-existing landscaping on the Esplanade adjacent to his home. These improvements are noted in the topographical survey and landscape plan attached to the draft agreement as Schedule "A". They are also illustrated in some of the photos attached to this report.

Staff met with the owner, last year when plans were put forward for the driveway and north side of the property. This stretch of Brunswick Beach Road is somewhat illusory as the travelled portion of the road is situated within the railroad right of way and the Municipal right of way has the appearance of being the front yards of the properties along this stretch.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

The Municipal RoW also contains the municipal water main and any development along this section requires some care to ensure Municipal infrastructure is protected and accessible going forward. This is reflected in the draft agreement attached.

At the time of meeting in June of 2019, it was apparent that the north side of the property along the road RoW that extended down to the Esplanade beside Magnesia Creek required some work to clean it up and the home owner was willing to engage his contractor to address the areas identified in the attached Memo re. Works on Village RoW. Additionally, there was a larger tree that he applied to have cut down per the Tree Bylaw, which was taken care of at that time.

Both administrative and building department staff attended to review the pre-existing retaining wall structures on the Esplanade and they were essentially left untouched, other than some minor repairs and surface materials which were permitted at the time. Some time was spent reviewing the small extension of pre-existing patio area beyond the property line. Tiles were permitted to be placed on the surface but there was concern regarding the height of this old patio without any fall protection. Requirements for use of the space included fall restraints and when the owner indicated he'd like to place a hot tub on the space it was communicated that he would need to apply for an Encroachment Agreement.

Early in the new year the owner requested to apply for an Encroachment Agreement and very rough draft was sent to him to provide an indication of the standard terms before staff expended further time. He indicated he was fine with the terms and that was in February, 2020. When staff returned from holiday in March 2020, work plans quickly went sideways with the COVID-19 pandemic and staff was not able to get the attached materials together until now. He has requested a few times that the agreement be brought forward for decision but we have been unable to get it before Council until now. In the interim, the house was nearing or at completion and the owner had his preferred hot tub on order, with a preference for placing it on the pre-existing patio to which he had added the required fall restraint. If it must be moved he will move it but it was not placed there in any defiance of our rules or procedures.

With respect to the Municipality's rules and procedures regarding encroachments, the next door neighbour suggests that no encroachments are permitted at any time, any place, any how, and that's simply not true. There are hundreds of encroachments across the Village of



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

all shapes and sizes and scores of encroachment agreements, many of them in Brunswick Beach, notwithstanding the 2004 policy. This Council itself has approved a few of them. It had been staff's intention for a while now to revisit the encroachment policy as part of the pending work on the intended Boulevard Bylaw, the consultation for which has also been side-tracked by the pandemic.

The photos clearly show the nature of the situation in the front, side and rear of the new house at 61 Brunswick Beach Road. Those at the front are unavoidable and are required to be covered off in an agreement for the protection of the Municipality. This follows on the Board of Variance order enabling the home to be placed adjacent to the now defined License Area back in 2015. The owner has further worked cooperatively to ensure that the side yard/road RoW area was improved to the mutual benefit of the parties.

The survey and photos showing the rear of the new home at 61 Brunswick illustrate the orientation of the property line and the pre-existing structures. The photos also illustrate the orientation of the neighbouring house under construction and the fact that placing the hot tub on the owner's adjacent deck will not in any way mitigate the view and perspectives of it from the indoor and outdoor living spaces at 59 Brunswick. Conversely, for the owner of 61 Brunswick, one can see that the view from the pre-existing deck provides a much greater view of Howe Sound to the south than if it was pulled back 5 feet where that view is cut off by the neighbour's boat house and the vegetation beyond.

Given that the pre-existing patio and planting beds built many years ago with landscape ties have not been substantively altered, and had been made safer through the installation of fall protection, staff determined that the owner ought to be able to use the pre-existing structures. Whether they do so with a coffee table and chairs or a hot tub does not significantly alter the continued use of the encroaching structures. On this basis, staff recommends the approval of this Encroachment Agreement. Any future complaints having to do with noise associated with the hot tub must fall under the Noise Bylaw and would not be any different for one location or the other.

Options:

(1) Approve the draft Encroachment Agreement in accordance with the recommendations at the beginning of this report (this will also result in registration of a section 219 covenant in the Land Title Office;



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

- (2) Amend the Encroachment Agreement in respect of one or more of the areas covered by it;
- (3) Reject the Encroachment Agreement, which would in fact be detrimental to the interests of the Municipality in respect of the east and, arguably, the north sides of the property;
- (4) Refer the matter back to staff for further information.

Preferred Option: Option 1 is the preferred option. The applicant has cooperated with staff throughout the process and in respect of the area(s) on the Esplanade, is proposing a continued use of pre-existing structures.

Financial Considerations: If approved, the owner will need to pay the requisite fee for registration of the section 219 covenant in the LTO.

Legal Considerations: The pre-existing structures have not been substantively altered in their construction or use, other than in respect of minor repairs and the addition of fall protection where it was deemed appropriate.

Follow Up Action: Per Council direction.

Communication Plan: Convey the decision to the owner and the neighbour.

**HIGHWAY ENCROACHMENT AGREEMENT
(LICENCE TO OCCUPY)**

THIS AGREEMENT dated for reference the 20th day of February, 2020.

BETWEEN:

JORGE ERDELY GRAHAM, owner of 61 Brunswick Beach Road, Lions Bay BC, V0N 2E0

(hereinafter called the “**Licensee**”)

AND:

VILLAGE OF LIONS BAY, a municipal corporation, having offices at 400 Centre Road, Lions Bay BC, V0N 2E0

(hereinafter called the “**Municipality**”)

GIVEN THAT:

- A. The Municipality holds ownership and possession of highways lying and being in the Village of Lions Bay in the Province of British Columbia as per s. 35(1) of the *Community Charter*. The Esplanade and the adjacent access road forms part of the highway subject to this agreement as outlined in blue and shown on the sketch plan in Schedule “A” (the “**Road**”).
- B. The Licensee is the fee simple owner of those lands adjacent to the Road being in the Village of Lions Bay in the Province of British Columbia, more particularly known and described as:

Lot 29, Block 9, District Lot 1815, Plan 10651
PID: 009-323-554

(the “**Licensee’s Property**”).
- C. The Licensee wishes to encroach upon an areas of the Road as outlined in black on Schedule “A” to this agreement (the “**Licence Area**”).
- D. The Municipality has agreed that the Licensee may occupy the Licence Area for the purposes and on the terms and conditions herein set forth.

NOW THEREFORE THIS AGREEMENT WITNESSES that in consideration of the premises and covenants contained herein and sum of \$10.00 now paid by the Licensee to the Municipality and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. **Grant of Licence** – The Municipality, on the terms and conditions set forth herein, grants to the Licensee the non-exclusive right and licence (the “**Licence**”) to access, to construct and to maintain:
 - (a) a finished driveway area on the east side of the Licensee’s Property, including an address plinth;
 - (b) a landscaped garden area on the north side of the Licensee’s Property, retained from the Road by boulders;
 - (c) a pre-existing patio area, with or without hot tub and wiring, including all supporting structures for the patio area, howsoever constructed;
 - (d) retaining walls and fall restraints for the patio area and landscaped garden areas, whether new or pre-existing, howsoever constructed;
 - (e) stairways providing access from the Licensee’s Property to the Road, whether new or pre-existing, howsoever constructed;

which constitute the “**Works**” within the Licence Area identified in Schedule “A” for the purposes of use and enjoyment by the Licensee and its permitted assigns and their servants, agents and invitees and for the Municipality and its successors and assigns and their servants, agents and invitees.

2. **Term and Renewal** – This Licence shall commence on the ____ **day of** _____, **2020** (the “**Commencement Date**”), and shall terminate upon the occurrence of any of the circumstances detailed in section 3, unless otherwise agreed in writing by the Municipality.

3. **Termination**

- (a) The Licence will automatically terminate upon any of the following occurrences:
 - (i) the Works being removed with the permission of the Municipality;
 - (ii) the Licensee breaching a term of this Agreement;
 - (iii) at any time upon the Licensee providing written notice to the Municipality;
or
 - (iv) at any time upon the Municipality providing at least 6 months written notice of termination to the Licensee.
- (b) The Licence may be cancelled or terminated despite any rule of law or equity to the contrary in accordance with any of the following provisions:
 - (i) if the Licensee defaults in the observance or performance of any of the terms and conditions contained in this Licence and the Licensee fails to cure such default(s) within 30 days after written notice from the Municipality then the

Municipality will be entitled to terminate the Licence without limiting the Municipality's other remedies at law or at equity; and

- (ii) if the default under subsection (i) reasonably requires more time to rectify or cure than 30 days, the Licensee will be deemed to have complied with the rectification or curing of it if the Licensee commences rectifying or curing the default within 30 days after notice from the Municipality and diligently completes same as soon thereafter as is reasonably practical.

All of the Licensee's obligations under this Licence that are outstanding on the date that this Licence is terminated will survive the termination of this Agreement. For certainty, the Licensee's obligations to release and indemnify the Municipality shall survive the termination of this Agreement, but only in respect of events occurring before termination of this Agreement.

4. **Powers** – For the purposes of the Licence herein, the Licensee and its servants, agents and invitees shall have the right to:
 - (a) use the Licence Area;
 - (b) have unobstructed access to and from the Licence Area at any and all times;
 - (c) clear the Licence Area and keep it clear of anything which might in the opinion of the Licensee, acting reasonably, constitute an obstruction to the use of the Licence Area by the Licensee; and
 - (d) do all other things on the Licence Area as may be reasonably necessary, desirable and incidental to the use of the Licence Area.
5. **Municipality May Access and May Undertake Work** – The Municipality shall have free access to all parts of the Licence Area. The Municipality is not required to give any notice to repair the Road or the Licence Area in its absolute discretion.
6. **No Other Improvements** – The Licensee will not, without the prior written consent of the Municipality, construct, install, affix, place or store or permit the construction, installation, affixing, placing or storage of any buildings, structures, works, improvements, fencing, material or chattels or anything of any nature or kind including, without limitation, on any part of the Licence Area other than the Works identified in section 1 of this agreement.
7. **Use** – The Municipality will at all times have a priority right to use and occupy any portion or all of the Licence Area, without notice, in order to access Municipal infrastructure or other portions of the Road, or the Licensee's property, or to carry out any public service or responsibility that requires use of or access to the Licence Area. The Licensee acknowledges and agrees that, by granting this Agreement, the Municipality is not accepting any responsibility for the Licensee's use of the Licence Area. The Licensee shall use best efforts to cause a minimum of obstruction and inconvenience in the Licence Area.

8. **Maintenance, Repair, Replacement** - the Licensee, or their successors, shall be solely responsible for maintenance, and if necessary, repair or replacement of the Works and the Municipality shall have no responsibility or liability whatsoever for the Works or any portion thereof; the Licensee shall apply for and obtain explicit permission from the Municipality before conducting any repair or replacement of the Works or any portion thereof. This Agreement shall be specifically subject to section 7.8 of Driveway Crossings Bylaw No. 521, 2017.
9. **Site Clean-up** – Upon termination of this Licence, the Licensee will leave the Licence Area in a tidy condition, and the Licensee, if required by the Municipality in its sole discretion, shall remove all personal property belonging to the Licensee within 60 days after termination of this Agreement. Any personal property not removed by the Licensee shall become the absolute property of the Municipality free of all encumbrances, without payment of any compensation to the Licensee.
10. **No Waste or Nuisance** – The Licensee will not commit or allow any wilful or voluntary waste or destruction of the Licence Area, or do anything that may become a nuisance or annoyance to other occupiers of the Road or adjoining lands. The Licensee will not stockpile or burn any materials on the Licence Area. The Licensee will dispose of water from the hot tub in accordance with the drainage plan set out in Schedule “B”.
11. **Compliance with Laws** – The Licensee will at all times during the currency of this Licence use the Licence Area in compliance with all statutes, laws, regulations and orders of any authority having jurisdiction and, without limiting the generality of the foregoing, all federal, provincial, or local government laws or statutes or bylaws relating to environmental matters, including all the rules, regulations, policies, guidelines, criteria or the like made under or pursuant to any such laws.
12. **Covenant and Assignment** – The Licensee agrees to forthwith execute a section 219 covenant, to be prepared by the Municipality’s solicitor, to be registered in the applicable Land Title Office incorporating the terms of this Agreement. Except as expressly set out herein, the rights granted to the Licensee under this Agreement may not be sublicensed, assigned, or otherwise transferred. Upon transfer of ownership of the Licensee’s Property, the Licensee must assign its interests and obligations under this Licence to the new property owner with the prior written consent of the Municipality, such consent not to be unreasonably withheld or delayed, and will provide the Municipality with evidence of such assignment to the Municipality’s satisfaction. If the Licensee is unsuccessful in assigning its interest as set out herein within 30 days of the Licensee’s Property being transferred, the Licensee agrees to immediately pay to the Municipality upon demand, up to \$2,000 in costs associated with and incurred by the Municipality in the negotiation and execution of a new licence agreement with the new owner, or termination of all rights hereunder, such costs being determined at the sole discretion of the Municipality.
13. **Risk** – The Licensee accepts the Licence Area on an as-is basis and agrees that it will use the Licence Area at its own risk, and that the Municipality will not be liable in respect of any loss of life, personal injury, damage to property or loss of property suffered by the

Licensee, its servants, agents, or invitees arising out of this Agreement or its or their use and occupation of the Licence Area.

14. **Indemnity** – The Licensee hereby indemnifies and saves harmless the Municipality, its officers, directors, elected officials, employees and agents from and against any and all losses, claims, costs, expenses, damages and liabilities, causes of action, suits and judgments including all costs of defending or denying the same, and all costs of investigation, monitoring, remedial response, removal, restoration or permit acquisition and including all solicitor’s fees and disbursements in connection therewith which at any time may be paid or incurred by or claimed against the Municipality, its officers, directors, elected officials, employees, agents and invitees arising, directly or indirectly, out of:
- (a) the uses of the Licensee under this Licence;
 - (b) a breach by the Licensee of any of the covenants contained in this Licence;
 - (c) any wrongful act or neglect of the Licensee on or about the Licence Area;
 - (d) any damage to property related to the Licensee’s use and occupancy of the Licence Area;
 - (e) an damage to the Road or to lands or waters adjacent to the Road, including without limitation, the waters of Magnesia Creek and Howe Sound;
 - (f) the death of or injury to any person arising out of or in any way connected with, directly or indirectly, the Licensee’s use and occupancy of the Licence Area.

This section does not apply to liabilities, damages, costs, claims, suits or actions arising out of the gross negligence or wilful misconduct of the Municipality, its agents, servants, employees or contractors.

15. **Insurance** – The Licensee shall obtain and keep in force throughout the existence of the Licence insurance naming the Municipality as an additional insured and protecting the Municipality and the Licensee (without any rights of cross-claim or subrogation against the Municipality) against claims by any person, including any member of the public using the Road, for personal injury, death, property loss or damage, and third party liability or public liability claims arising from any accident or occurrence on the Road or other loss relating to the Licensee’s use of the Road to an amount of not less than Five Million (\$5,000,000.00) Dollars per occurrence (the “**Insurance Policy**”).
- (a) The Insurance Policy shall provide that it is not terminable or alterable without the giving of 30 days’ written notice to the Municipality.
 - (b) At the time of execution of this Licence, the Licensee shall deliver to the Municipality a copy of the Insurance Policy or an insurance binder or note evidencing that the Licensee has obtained the Insurance Policy on the terms set out herein.

- (c) At any time during the Term of this Licence the Municipality may require the Licensee to provide evidence to it that the Insurance Policy is valid and in full effect.
16. **Breach** – In the event that the Licensee breaches any term, condition, or provision of this Agreement, the Licensee shall remedy the breach within 30 days of receipt of a notice from the Municipality and if the breach is not remedied within that time period, all rights accruing to the Licensee under this Agreement shall cease without further notice to the Licensee, unless the Municipality, in its sole discretion, decides otherwise.
17. **Municipality May Take Action** – If the Licensee fails to do any matter required of them under this Agreement, the Municipality is entitled to take all such actions on the Licensee’s behalf and at the Licensee’s cost as are reasonably necessary to rectify the Licensee’s failure, but the Municipality is in no circumstance liable for not taking such action or its manner of doing so, provided that the Municipality acts reasonably. The Licensee shall pay to the Municipality the costs the Municipality incurs pursuant to this provision forthwith upon receipt of an invoice.
18. **General**
- (a) This Agreement will enure to the benefit of and be binding upon the Licensee and its successors, administrators and approved assigns and upon the Municipality and its successors, administrators and assigns.
 - (b) Every reference to each party is deemed to include the heirs, executors, administrators, corporate successors, servants, employees, agents, contractors, officers, licensees and invitees of such party, wherever the context so requires or permits.
 - (c) Wherever the singular or masculine or neuter is used in this Agreement, the same shall be construed as meaning the plural, the feminine or body corporate where the context or the parties thereto so require.
 - (d) The Schedules attached to this Agreement form part of this Agreement.
 - (e) Time is of the essence of this Agreement.
 - (f) The section headings have been inserted for reference only and do not define, limit, alter or enlarge the meaning of any provision of this Agreement.
 - (g) The Licensee’s use of the Licence Area will under all circumstances be viewed as a licence only and will not create nor be deemed to create any property interest in favour of the Licensee in the Licence Area.
 - (h) This Agreement shall be governed by and construed in accordance with the laws of the Province of British Columbia.

- (i) Nothing contained or implied in this Agreement shall fetter in any way the discretion of the Municipality or the Council of the Municipality. Further, nothing contained or implied in this Agreement shall derogate from the obligation of the Licensee under any other agreement with the Municipality or, if the Municipality so elects, prejudice or affect the Municipality's rights, powers, duties or obligation in the exercise of its functions pursuant to the *Community Charter* or the *Local Government Act*, as amended or replaced from time to time, or act to fetter or otherwise affect the Municipality's discretion, and the rights, powers, duties and obligations of the Municipality under all public and private statutes, by-laws, orders and regulations, which may be, if the Municipality so elects, as fully and effectively exercised in relation to the Road as if this Agreement had not been executed and delivered by the Licensee and the Municipality.

END OF PAGE

IN WITNESS WHEREOF the parties have executed this Agreement as of the date first above written.

Village of Lions Bay)
by its authorized signatories:)
)
)
)
)
_____)
Mayor)
)
)
)
_____)
Corporate Officer)

Licensee)
)
)
)
_____)
[Name])
)
)
)

SCHEDULE "A"
SKETCH PLAN OF ROAD AND LICENCE AREA

Shade "A"

TOPOGRAPHIC SURVEY PLAN OF PART OF LOT 29, BLOCK 9,
DISTRICT LOT 1815, PLAN 10651

P.L.S. 009-300-054

SCALE 1 INCH = 8 FEET

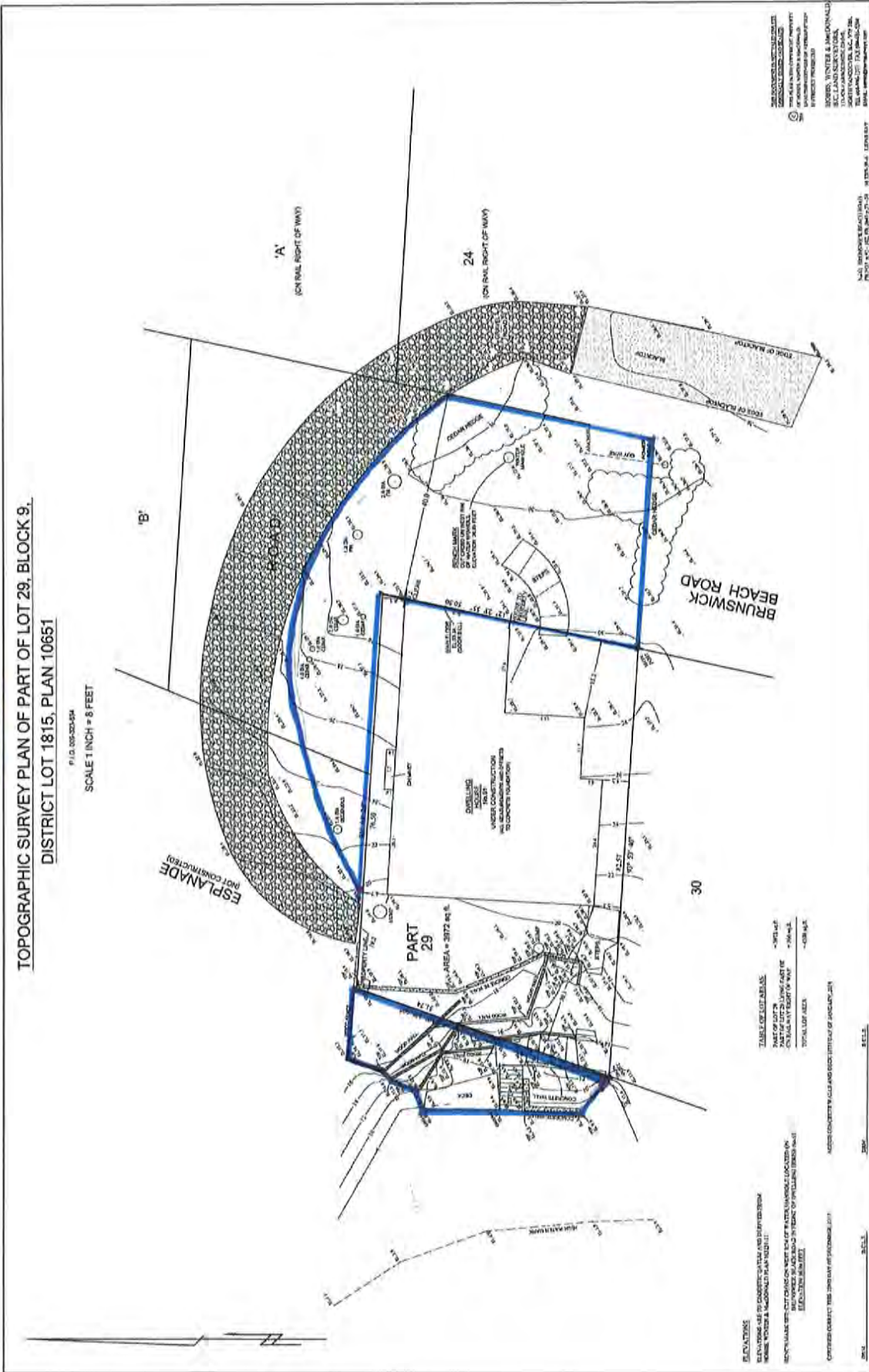


TABLE OF LOT AREAS

NAME OF LOT	AREA
PART OF LOT 29	2872 sq. ft.
ESPLANADE	10,500 sq. ft.
TOTAL LOT AREA	13,372 sq. ft.

EXPLANATION:
 -WELL
 -WATER MAIN
 -SEWER MAIN
 -GAS MAIN
 -ELECTRIC MAIN

COMPILED BY: S. WINTER & J. MCKENNA
 1000 W. BRUNSWICK BLVD., SUITE 100
 BRUNSWICK, GA 31520
 TEL: (904) 245-1000
 FAX: (904) 245-1001

1 DEC 6, 2015	ISSUED
ADVISOR'S CERTIFICATE: THE SURVEY HAS BEEN REVIEWED AND FOUND TO BE IN ACCORDANCE WITH THE REQUIREMENTS OF THE SURVEYING AND MAPPING ACT AND THE SURVEYING AND MAPPING REGULATIONS. THE SURVEYOR'S SIGNATURE AND SEAL ARE AFFIXED TO THIS CERTIFICATE.	
PROJECT: PHASE 2: LIGHTING AND PLANTING PLAN AND PLANTING PLAN	
PROJECT: SW Landscape	
LANDSCAPE DESIGN BY: Steve Winters & Associates	
ARCHITECT: North Ventures	
CLIENT: LIMITED EDITION REALTY	
PROJECT LOCATION: 61 BRUNSWICK BEACH ROAD, LIONS BLVD., BRUNSWICK, GA 31520	
DATE OF SURVEY: 10/28/2019	
DATE OF PLAN: 10/28/2019	
DATE OF ORIGINAL SURVEY: 10/28/2019	

**Memorandum of Understanding
for Works on Village Right of Way
Adjacent to 61 Brunswick Beach Road
June 21, 2019 (PDJ)**



Cut and remove half of this hedge. Move address plinth to new edge of hedge and closer to house.



Half of hedge to be removed as seen from lower side.



Move concrete abutment to ocean front edge of road.



Cut back branches from remaining trees or remove small scrub trees altogether.



Remove this cedar and its stump entirely. Move rocks toward house & line up with adjacent cedars. (see next photo)



Move rocks toward house to line up with cedars in centre of photo, next to the one to be removed. Excavated dirt can be added to ocean front end of road.



Clean up ocean front end of road after placing excess dirt and concrete abutment. Spread road base and tidy.



Tidy up bank and place remaining boulders suitably on bank.

Photos re. 61 Brunswick Beach Encroachment Agreement Application

Pre-Existing Patio



New Patio





View of Howe Sound South from Pre-existing Patio



View of Patio and Neighbour's New House Under Construction



June 17, 2020

Mayor & Council

c/o Chief Administrative Officer
PO Box 141, 400 Centre Road
Lions Bay, British Columbia VON 2E0
council@lionsbay.ca

Re : 61 BRUNSWICK BEACH ROAD ENCROACHMENT

Good Day Mayor and Council

By way of introduction, we are Dorothy and Russ Meiklejohn, long term residents of Brunswick Beach and Lions Bay, and we are writing to you about a situation of great concern both to us and the Village.

As some of you know, we are in the process of building our forever home at 59 Brunswick, a property that has been in Dorothy's family since she was a toddler.
(Russ is a relative newcomer, having been at Brunswick since 1983)

We love Brunswick Beach and all that the Lions Bay community has to offer. Our location gives us an amazing opportunity to enjoy the majesty and serenity of Howe Sound. One of our favorite moments is to be at or in the water after dark enjoying the stars, sometimes the moon making its way across the sky to Gambier Island, and if we are very lucky the magical phosphorescence. The only sound we hear is the lapping of the water on the shore.

Imagine then our horror to see a hot tub installed as part of the long-suffering (4 years plus) renovation next door at 61, located on the Village Esplanade.

Our reactions were and are :

1. How can this have happened without our knowledge or consultation?
2. Is it permissible within Lions Bay Bylaws?
3. What is the legal exposure of the Village if there is an incident, accident or fatality?



HOT TUB ON ESPLANADE 61 BRUNSWICK



HOT TUB FROM 59 BRUNSWICK

APPROX.
PROPERTY
LINE

61 BRUNSWICK BEACH ROAD ENCROACHMENT

pg 2

CONSULTATION

We would expect that any change to the use of the Esplanade would at the very least include notification and opportunity to comment from affected neighbours, much like a variance.

When our neighbour at 61 sought to remove tree from the right of way north of the house we were contacted by the Village to see if we had any objections.

We did not, and believe it is important that Lions Bay neighbours do not unreasonably withhold approval of work that benefits a neighbour, either on their own or Lions Bay property, as long as it does not negatively affect their own property or experience of it.

BYLAWS

Lions Bay Bylaw 283 (Noise Bylaw)**(attached)****"NO DISTURBING SOUNDS"**

2. Save as permitted by the provisions of the Bylaw, no person shall make, cause or permit to be made, any sound in the Village which disturbs the tranquility, rest, enjoyment, comfort or convenience persons at any point of reception."

A Hot tub pump will definitely disturb the tranquility, rest and enjoyment of being on the Beach and on our decks. It clearly violates Bylaw 283.

Lions Bay Encroachment Policy 2004 POL- 047**May 17, 2004. (attached)**

According to the Rationale the policy was enacted to address a number of issues, and I paraphrase, including liability of the village and "certainly for residents".

When we elected to buy out Dorothy's brother we reasonably expected that the policies laid out would be adhered to

Page 1 of the Policy include the definition of hot tub as an accessory structure.

Appendix A – Guidelines for the approval of Encroachments

States that

"Encroachments on Municipal lands are not allowed, however under exceptional circumstances, Council may consider permitting an encroachment of an accessory structure if it meets one or more of the following criteria ; and if the same outcome cannot be effectively achieved by locating the accessory structure on private property or through other means :

- Enhances public safety
- Retains natural grade from falling into municipal property
- Stabilizes a bank at natural grade or municipal infrastructure"

There is no reason a hot tub could not be located on private property here, and adding +/- 3 tons (average 8-person hot tub @ 675 gallons x 8.34 lbs plus people)of vibrating water on grade compacted by foot stomping to an old timber rotting 1980s retaining wall clearly will not help grade stability.

But the following portion of Appendix A is the most significant:

"There will be no encroachments, including landscaping, permitted on esplanades, boulevards, unopened road ends, or accesses to the waterfront" (emphasis added)

The hot tub clearly is not permitted according to POL – 047 and must be removed.

61 BRUNSWICK BEACH ROAD ENCROACHMENT

pg 3

We understand, but have been unable to locate village documentation pertaining to, that pre-existing encroachments are permitted to be retained and maintained.
The timber retaining that has been repaired was pre-existing and had a lovely apple tree planted in the retained grade.
The hot tub and new paving are clearly new and clearly not permitted per POL – 047

LIABILITY

Notwithstanding whatever language may be in the encroachment agreement (assuming there is one), the best it can do to protect the Village of Lions Bay is to limit exposure between the Village and the owner of the property.

This property is currently listed on Airbnb for monthly rental. The Village has no contract with these renters.

If there is an incident on Village property you can be certain that as the owner of the property you will be named in any legal action.

That puts everyone in the Village as risk.

At \$30,000.00/month lease rate (no not kidding) you need to take that potential very seriously. The hot tub is listed as an amenity in the Airbnb listing, so will definitely be in use by people of means that the Village has no contract with.

We are not at all happy with this and will not be letting it go.
We are frankly astounded and disappointed that this situation exists.

The hot tub has no legal right to be here as it clearly is not permitted in the Village of Lions Bay Encroachment Policy POL-047 or Noise Bylaw 283 as already stated.

Please advise your response ASAP.

Respectfully



Russ Meiklejohn Architect AIBC
59 Brunswick Beach Road
Lions Bay BC V0N 2E0



Dorothy Meiklejohn B.Arch B.Rec

VILLAGE OF LIONS BAY

BYLAW NO. 283

A By-law to Regulate Noise within the Village of Lions Bay

WHEREAS the Council is authorized by the Municipal Act by bylaw to regulate or prohibit the making of noise in the Village which the Council believes to be objectionable or liable to disturb the quiet, peace, rest, enjoyment, comfort or convenience of individuals or the public;

AND WHEREAS it is the opinion of Council that, for the benefit of individuals and the public at large, there must be regulations and prohibitions regarding the making of noise;

NOW THEREFORE the Village Council of the Village of Lions Bay in open meeting assembled, enacts as follows:

This By-Law may be cited as "The Village of Lions Bay Noise Control By-Law No. 283, 1998."

DEFINITIONS

1. In this Bylaw, unless the context otherwise requires:

"chain saw" means a portable saw which uses a cutting chain and is powered by an internal combustion engine or electric motor;

"chipper" means a portable device used to chip, shred or grind wood waste and is powered by an internal combustion engine or electric motor;

"construction" means the erection, alteration, repair, painting, maintenance, relocation, demolition or removal of a building or other structure and includes all land clearing, landscaping, earth moving, grading, excavating, all public works activities, the erection or laying of lines, cable, pipes and conduit (whether above or below ground level), street building, paving, concreting and similar activities on a site and the installation, alteration or removal of construction equipment, components and materials in any form or for any purpose, and any work being done in connection therewith;

"continuous sound" means any sound occurring without interruption for more than three minutes, or occurring repeatedly for periods of time which aggregate more than three minutes in any fifteen minute period;

"daytime" means the period from 0700 hours to 1900 hours of the same day;

"emergency vehicle" means an emergency vehicle as defined by the Motor Vehicle Act, R.S.B.C., 1996, c. 318;

"holiday" means a holiday as defined by the Interpretation Act., R.S.B.C., 1996, c. 238;

"leaf blower" means a machine powered by an internal combustion engine or electric motor used for the movement of debris, leaves, grass and other materials by forced air or suction;

"point of reception" means any premises where sound is received, other than the premises from which the sound originates;

"power equipment" means any tool, equipment or machinery powered by an internal combustion engine or electric motor that is used for construction, for lawn, garden, building and property maintenance, and includes edge trimmers, line trimmers, rototillers, lawnmowers, pressure washers, carpet cleaning equipment and hand operated power tools, but excludes chain saws, chippers and leaf blowers;

"premises" means a parcel of land or a structure, including a floating structure, or any part thereof, situated within the Village;

"sound level" means the sound pressure level measured in decibels using the "A" weighting network setting of a sound level meter (being a device listed in ANSI Type II or IEC 123 that is calibrated for the measurement of sound and includes Bruel and Kjaer's Precision Sound Level meter, which setting meets the minimum specifications set out in ANSI Type II or IEC 123);

"vehicle" means a vehicle as defined by the Motor Vehicle Act, R.S.B.C., 1996, c. 318;

"Village" means the Village of Lions Bay;

"weekday" means any day, not being a holiday, from Monday to Friday, inclusive.

NO DISTURBING SOUNDS

2. Save as permitted by the provisions of the Bylaw, no person shall make, cause or permit to be made, any sound in the Village which disturbs the tranquility, rest, enjoyment, comfort or convenience of persons at any point of reception.

SOUND LEVELS

3. No person shall make, cause or permit to be made within the Village a continuous sound with a sound level that, measured at a point of reception, exceeds 55 decibels in the daytime or 45 decibels in the nighttime.

PROHIBITION OF SOUNDS OF SPECIFIC ORIGIN

4. Despite the provisions of Section 3, no person shall, unless exempted under Section 6, make or cause or permit to be made:
 - (a) a continuous sound during the daytime or nighttime of any day, regardless of sound level, for a period of time in excess of 15 minutes by:
 - i) the use of any electronic equipment, musical instrument, whistle, siren, horn, drum or other device or apparatus which emits, produces or amplifies sound;
 - ii) shouting, clamour or singing;
 - iii) the bark, call or cry of an animal; or
 - iv) the operation of any power equipment;

which can be heard by a person at a point of reception;



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	POLICY	Policy No	POL-047
Title	Lions Bay Encroachment Policy 2004	Replaces:	-
Date	May 17, 2004	Version	1

The following Encroachment Policy was approved by Council on May 17, 2004 and applies to all properties in Lions Bay.

RATIONALE:

The policy was enacted to address the following Village concerns:

Liability – As the Village has a right of possession over municipal lands, there is a concern that accidents could lead to claims against the Village.

Private Use of Public Lands – Municipal lands are important public amenities in the Village and Council wishes to protect the public’s right to use and enjoy them.

The policy also addresses the following issues:

- creates a long term solution,
- creates certainty for residents, and
- does not put property owners or the Village to significant expense.

DEFINITIONS:

Encroachments for the purpose of this policy includes:

Encroachments of Buildings – a structure wholly or partly enclosed by a roof and supported by walls, columns, or posts. Buildings include, but are not limited to residences, sheds, carports and boathouses.

Encroachments of Accessory Structures – Anything constructed or erected, excluding a building, the use of which requires its permanent or semi-permanent location on or under the ground, or its attachment to something having a permanent or semi-permanent location on or under the ground. Accessory structures include, but are not limited to, retaining walls, decks, fences, boat launch pads, stairs, hot tubs and planters.

Encroachments will not include soft landscaping.

Municipal land for the purpose of this policy includes: roads and municipal rights of way that are owned, legally occupied or under the jurisdiction of the Municipality, and includes all highways, boulevards and esplanades.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Appendix A – Guidelines for the Approval of Encroachments

The following guidelines for approving applications for encroachments were approved by Council at their Regular Meeting on June 7, 2004.

Encroachment on municipal lands are not allowed, however under exceptional circumstances, Council may consider permitting an encroachment of an accessory structure if it meets one or more of the following criteria; and if the same outcome cannot be achieved effectively by locating the accessory structure on private property or through other means:

- Enhances public safety,
- Retains natural grade from falling onto municipal property,
- Stabilizes a bank at natural grade or municipal infrastructure.

Any encroachment on municipal land shall not interfere with municipal services, reduce public safety or restrict public access. All encroachments must meet municipal standards.

There will be no encroachments, including landscaping, permitted on esplanades, boulevards, unopened road ends, or accesses at the waterfront.

Exemptions:

No encroachment permit is required for the placement of the following types of encroachments on the boulevard:

1. In any location:
 - a) access sidewalk a maximum of 2 metres in width,
 - b) access driveway a maximum of 6 metres in width,
 - c) lawns, flowers, ground covers and shrubs under 0.6 metres in mature height, provided they are not placed in areas created and required by the Village for public on-street parking,
2. Located a minimum of 2 metres from the paved or travelled roadway:
 - a) access steps which are part of an access sidewalk,
 - b) heating coils in driveways,
 - c) rocks or similar obstructions where under 0.6 metres in height,
 - d) low-level pedestrian scale lighting fixtures of less than 3 metres in height and located at a property entrance.

From: Russ Meiklejohn [mailto:]
Sent: Wednesday, July 22, 2020 4:48 PM
To: Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>; Council <council@lionsbay.ca>; 'Dorothy Meiklejohn' < >; Peter DeJong <cao@lionsbay.ca>
Subject: RE: 61 Brunswick Beach Road Esplanade Encroachment.
Importance: High

Good Afternoon

My apologies for the tardy response. I was on the Island and did not have any of the relevant materials with me to check before I responded
Peter did contact me on Monday morning.

He informed me that there is no encroachment agreement on 61, but that he intended to bring it to Council at the July 28th meeting.
He suggest that we meet this Friday to discuss, but we are not available that day.

On reflection we have no interest in meeting, as there is nothing to “discuss”.

As clearly laid out in our letter of June 17, 2020, no encroachment is permitted as per Lions Bay Encroachment Policy 2004 POL-047
“There will be no encroachments, including landscaping, permitted on esplanades, boulevards, unopened road ends, or accesses to the waterfront”.

I ask that you all read the letter of June 17,2020 carefully, there is no need for me to restate the contents in this email. It is 3 pages of clear and reasonable thinking.
I ask that you all confirm that you have read the letter and let us know if you have any questions.

I see no provision for appeal to the Board of Variance, but even if there were there is no hardship in complying with the applicable Bylaws here.
Lot 61 has plenty of room to put a hot tub on their own property should they chose.
While we don't relish having a hot tub next door, it wold be unreasonable for us to object to an owner choosing to do something on their private property that is with VLB Rules and Regulations.

This is very simple. The hot tub is there illegally and must be removed.
If a homeowner builds something that does not comply with VLB regulations it must be removed at their own expense.

Given the legal exposure of a hot tub on municipal land, what would be the payoff to the Village to have it remain?
There is no reason to consider anything other than removal.

We still intend to be present at the July 28 Council meeting.

Best Regards
Russ & Dorothy Meiklejohn
59 Brunswick

From: Ron McLaughlin [<mailto:mayor.mclaughlin@lionsbay.ca>]
Sent: Monday, July 20, 2020 4:37 PM
To: Russ Meiklejohn <[REDACTED]>; Council <council@lionsbay.ca>; 'Dorothy Meiklejohn' <[REDACTED]>; Peter DeJong <cao@lionsbay.ca>
Subject: Re: 61 Brunswick Beach Road Esplanade Encroachment.

Hello Russ and Dorothy. This has been in Peter's hands since your correspondence came in. I suggest sending him an email or making a call, if he doesn't contact you first, before you decide to come in person.

Warm regards and keep well,

Ron McLaughlin
Mayor

The Village of Lions Bay

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada
Tel: (604) 921-9333 | Cell: (604) 353-7138 | www.lionsbay.ca

This email is intended only for the persons addressed and may contain confidential or privileged information. If you received this email in error, it'd be appreciated if you'd notify the sender and delete it. Statements and opinions herein are made by their authors in a personal capacity, and are not binding on the Municipality of the Village of Lions Bay ("Municipality") until contracted. This email is the property of the Municipality and may not be reproduced or further disseminated in whole or part without the Municipality's consent. It may be exempt from disclosure under the British Columbia Freedom of Information and Protection of Privacy Act and other freedom of information or privacy legislation, and no admissible disclosure of this email can be made without the consent of the Municipality.

From: Russ Meiklejohn <[REDACTED]>
Sent: Monday, July 20, 2020 4:31 PM
To: Council <council@lionsbay.ca>; 'Dorothy Meiklejohn' <[REDACTED]>
Subject: RE: 61 Brunswick Beach Road Esplanade Encroachment.

Good Afternoon

We wish to speak to this issue at the July 28 Council Meeting.
It is now over a month with no response from Council, other than acknowledging receipt.
We will be there in person.

Please confirm, Thank You.

Regards
Russ & Dorothy Meiklejohn

From: Russ Meiklejohn [[mailto:\[REDACTED\]](mailto:[REDACTED])]
Sent: Tuesday, July 7, 2020 11:39 AM
To: 'Council @ Lions Bay' <council@lionsbay.ca>; 'Dorothy Meiklejohn' <[REDACTED]>
Subject: RE: 61 Brunswick Beach Road Esplanade Encroachment.

Good Morning

Please provide an update on your response to the letter referenced below.

Regards

Russ & Dorothy Meiklejohn

From: Russ Meiklejohn [mailto: [REDACTED]]

Sent: Wednesday, June 17, 2020 4:24 PM

To: 'Council @ Lions Bay' <council@lionsbay.ca>; 'Dorothy Meiklejohn' < [REDACTED] >

Subject: 61 Brunswick Beach Road Esplanade Encroachment.

Good Afternoon

Please see attached our letter regarding the encroachment to the Esplanade fronting 61 Brunswick Beach Road,
adjacent to us at 59 Brunswick Beach Road.

The contents are self-explanatory, so I will not attempt to summarize here.

Respectfully

Russ & Dorothy Meiklejohn
59 Brunswick Beach Road
Lions Bay



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Schedule "A"

Tree Cutting Application Form

All fields must be completed

Applicant's Full Name: Elizabeth Hodgson ✓	
Address: [REDACTED]	✓ 95 KEVIN GROVE LN #1
Phone: [REDACTED]	Email: [REDACTED]
Arborist/Contractor Name: Bartlett Tree Experts	
Phone: 604-322-1375	Email: ssuffron@bartlett.com

Office Use Only	Tree Application Number: 103
Received by: Susan Lortie	Date: May 1 2020
Amount Paid: \$75 [REDACTED]	Cash or Cheque: Cash
Application Complete? (Y/N) No	If no, reason: Need 105KG Comments 200520 emailed 200608 for email, 200609 All received.
Date referred to Public Works: May 28/20	Date returned by Public Works: June 4/20 (See attached comments)
Date Application to Tree Ctte:	Meeting Date:
Agenda forwarded to Tree Ctte:	Minutes received from Tree Ctte:
Council Agenda Date:	Council Decision:
Parties Notified:	
Date of Letter Notifying Applicant of Decision: (March 1-July 31: Arborist Certification Required)	Received Damage Deposit: Name of Arborist/Contractor: Proof of WorkSafe Certificate: Proof of Insurance (\$5 mil/VoLB Add'l Insured):
Permit Issued:	Post-work check by Public Works:
Damage Deposit Returned:	If not, reason:

CAO ←



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

<p>Species/Description of Tree(s): Cedar and Douglas Fir</p>
<p>Location of Tree(s): 95 Kelvin Grove Way. In front of the property to the left of the driveway and trees to the right of the driveway, as shown in photographs 1 and 2.</p>

**Trees must be clearly marked with marking tape in time for the Trees, Views and Landscapes Committee's site visit.*

<p>Reason for Removal:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Too close to property (foundation, garage, fence, etc.) <input type="checkbox"/> Dead, dying or diseased <input checked="" type="checkbox"/> Unattractive <input type="checkbox"/> Blocking sunlight <input type="checkbox"/> Attracting wildlife 	<ul style="list-style-type: none"> <input type="checkbox"/> Interfering with infrastructure (roads, sidewalks, etc.) <input checked="" type="checkbox"/> Leaves causing problems <input type="checkbox"/> Blocking site access <input type="checkbox"/> Affecting house value <input type="checkbox"/> Hazardous <input checked="" type="checkbox"/> Interfering with view
<p>Please provide additional comments which may be useful: The trees shown in photograph 1 were topped many years ago and have been maintained over the years to keep them at a reasonable height, improve appearance and views for neighbours. The slope where these trees grow is too steep to consider removal as the slope is close to the house. Keeping them at a reasonable height should lessen damage to the house should a tree come down during a storm and would reduce the amount of wind blown debris from the trees accumulating on the roof. The trees shown in photograph 2 are growing ever closer to the house and I would like to firm the branches back between 0.5 and 2 feet to lessen debris blowing from the trees onto the roof. I would also like to obtain permission to retrim the trees to the extent noted in this application within the 3 year time period as permitted under the Village Trees, Views and Landscapes Bylaw.</p>	
<p>Replanting Plan, if any (please include anticipated timeframe for completion): N/A</p>	



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

I have attached a colour photograph or colour photocopy of the subject tree(s) with descriptive notes or markings if applicable.

I have verified the information contained within this application is correct. No cutting of Significant Trees, as defined by Schedule "C" to Village of Lions Bay Tree Bylaw No. 393, 2007, as amended, is contemplated by this application or, if it is, this fact is clearly and explicitly set out in the application along with supporting rationale.

I acknowledge that responsibility for bylaw compliance rests with me as the applicant. I will indemnify and save harmless the Village of Lions Bay, its officials, employees and agents against claims, liabilities and expenses of every kind, in respect of anything done or not done pursuant to this application or ensuing permit, if issued, including negligence and/or failure to observe all bylaws, conditions, acts or regulations.

I understand that, should this application be approved, all work performed must comply with any and all conditions of approval incorporated in the Council resolution, and that failure to comply with such conditions may result in fines, penalties and/or legal action.

Elizabeth Hodgson



April 26, 2020

Name of Applicant (Please Print)

Signature

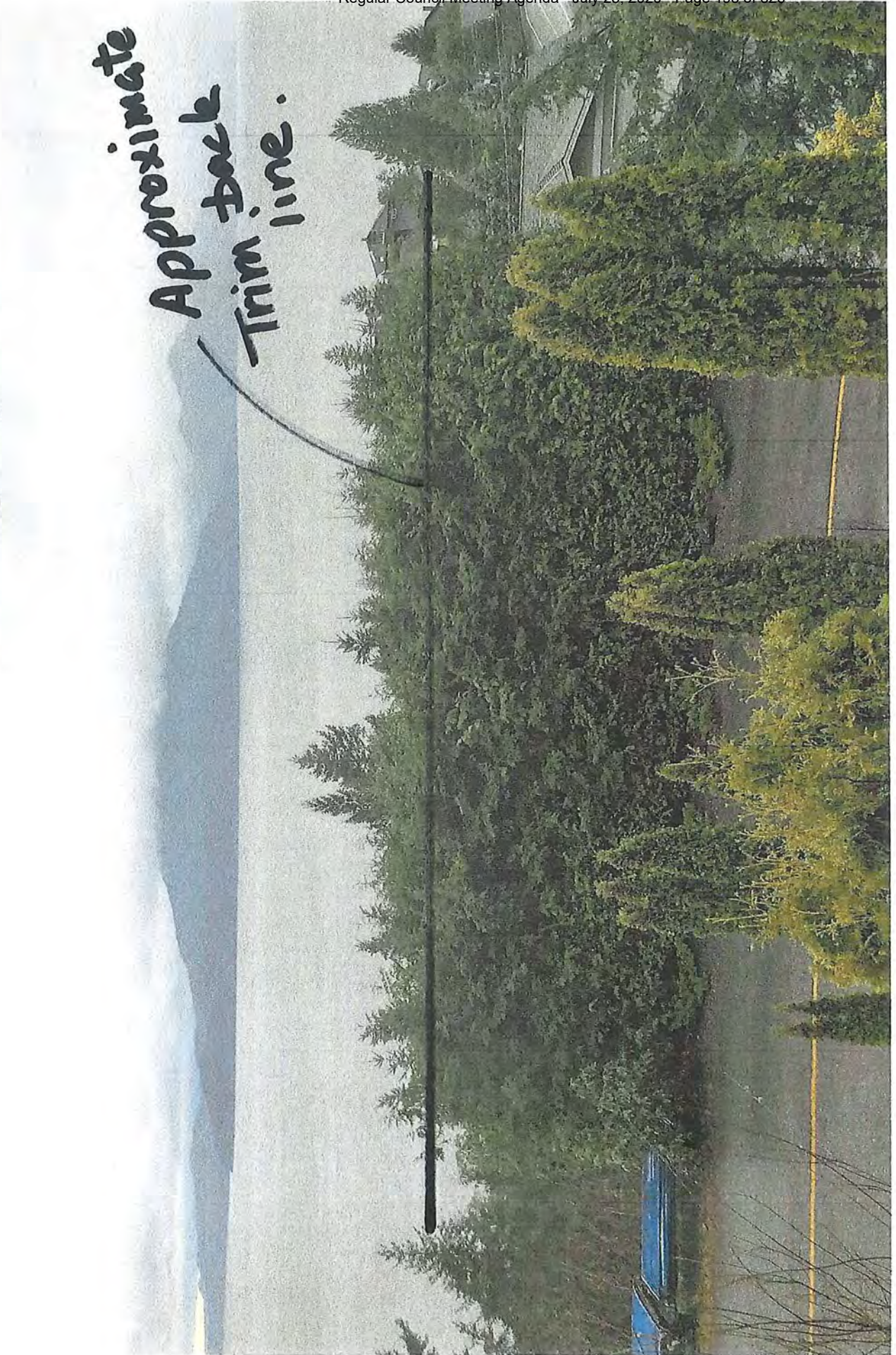
Date Signed

Generally...

- Tree topping is never a justifiable pruning practice; it increases tree health problems and is aesthetically unappealing
- A topped tree will require constant maintenance and has an increased potential to become hazardous
- Hazardous trees are a liability and ultimately the property owner (ie: the municipality) may be liable for any damage that hazard trees cause
- Certified arborists and other legitimate landscape professionals do not practice tree topping
- If problems caused by a tree cannot be solved through acceptable management practices, the tree should be removed and replaced with plant material more appropriate for the site

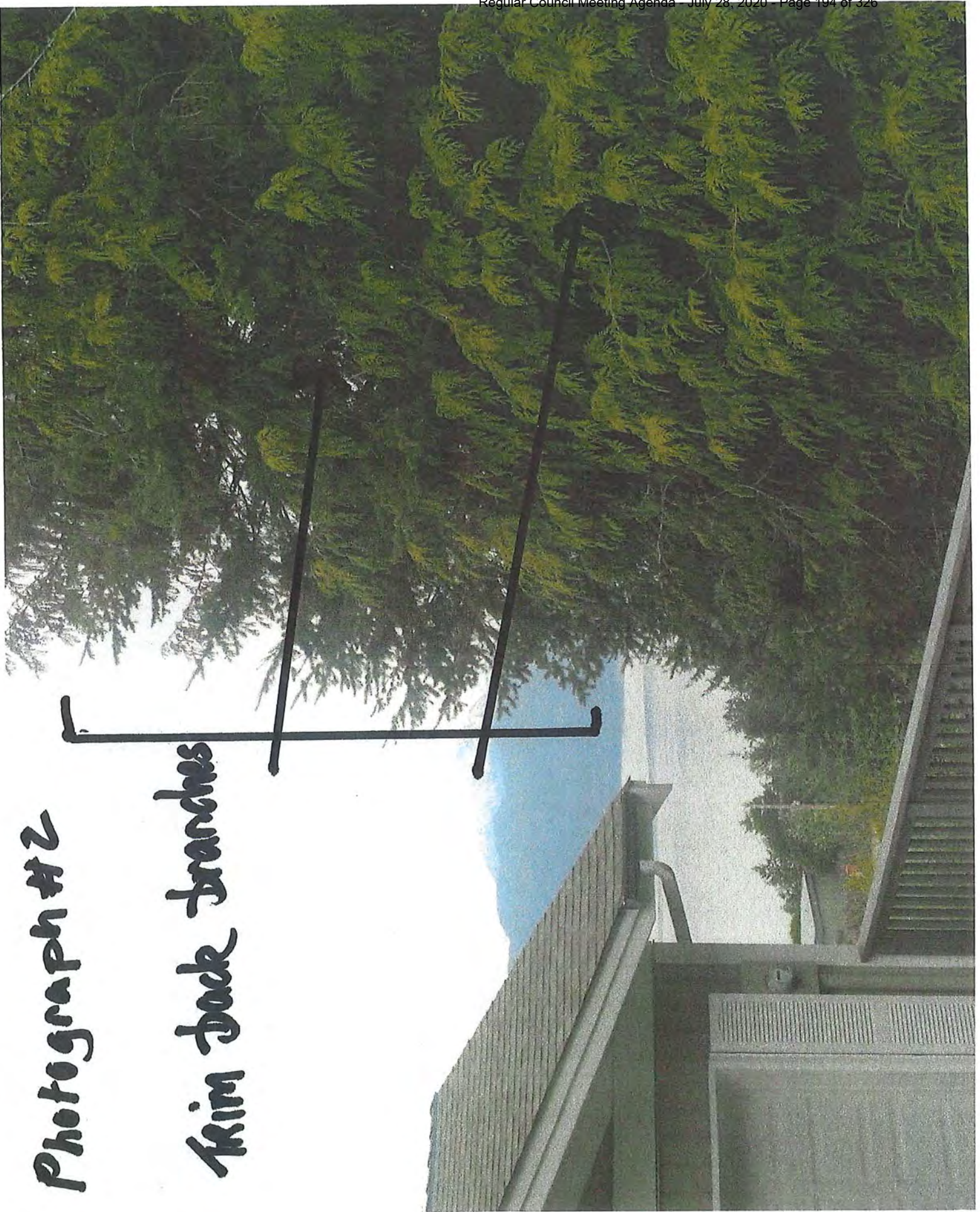
Photograph #1

Approximate
Trim back
line.



Photograph #2

Trim back branches



Rec
Tree 4/20.

Public Works Tree Cutting Referral Comments

Tree Cutting Application Number:
Name of Applicant: ELIZABETH HODGSON
Address of Applicant: [REDACTED] #95 K G WAY
Location of Tree(s):
Clearly on Municipal Land: (Y/N) (If no, survey required at applicant's cost) YES
Location in Relation to Municipal Infrastructure (Present & Future): N/A
Location in Relation to Others' Infrastructure (Telus / Hydro Lines, etc.): NA
Slope Stability Considerations: YES VERY STEEP
Replanting Required (Y/N and recommendations, if any): N/A
Other Considerations / Comments: THEY MAY WANT TO REMOVE THE OLDEST TREES TO ALLOW THE SMALL TREES TO GROW
Attachments (Y/N and Description):

Minutes of the Tree Committee meeting

June 24th, 2020

On-site @ 95 Kelvin Grove Road - #103

In attendance; Chair, Simon Waterson, Mike Jury, Ron McLaughlin, Jim Cannell and Jay Barber

1. The meeting was called to order at 09:32am.
2. Simon Waterson was appointed Recorder for the meeting.
3. The Agenda was approved unanimously.
4. Public Participation – Elizabeth Hodgson
5. The minutes from the previous two meetings on April 22nd, 2020 were approved unanimously.
6. Old Business: none
7. New Business.

Tree Application #103 – 95 Kelvin Grove Road – moved by Simon Waterson; Seconded by Jay Barber, that:

- a) The work described within the application may be carried out, subject to Council approval. The applicant understands the bird nesting clause.
 - b) The applicant to permitted, in line with the village clause allowing re-trimming, to carry out this work in the future.
 - c) The applicant must clean up and remove all associated debris for any and all of the above work.
8. Adjournment; - The meeting adjourned at 09:45 am.

Simon Waterson

Recorder

Intentionally Blank



Royal Canadian Mounted Police Gendarmerie royale du Canada

Security Classification/Designation Classification/désignation sécuritaire

Unclassified

Inspector Kara TRIANCE
OIC Sea to Sky RCMP
1000 Finch Drive
Squamish, BC
V8B 0M5

Your File Votre référence

Village of Lions Bay
400 Centre Road
Lions Bay, BC
V0N 2E0

Our File Notre référence

2020-07-08

To Whom it May Concern,

Lions Bay Activity Report
Report period: May and June 2020

The following is a list describing Calls for Service to the RCMP from in and around the area of Lions Bay.

HWY 99 (within boundaries of Lions Bay):

- Traffic - Moving / Non-Moving / Insurance Violations x 33
Impaired Driving Investigations x 2
Collision - Damage Over / Under \$10000 / Non-fatal / Fatal x 2
Prevention of Collision (debris, stalled vehicles, animals, pedestrians on shoulder) x 1
Parking Violations x 1
Other remaining call types x 4

43 Calls for Service

Lions Bay Village:

- Cause Disturbance / Breach of Peace x 2
911 - False / Abandoned x 1
False Alarms x 5
Suspicious Circumstance x 2
Theft of Vehicle / Theft from Motor Vehicle x 0
Theft Under / Over \$5000 x 2
Break and Enter Residence / Business x 4
Bylaw x 3
Other investigations x 15

34 Calls for Service

Total = 77

Should you have any questions, please do not hesitate to contact the Squamish RCMP Detachment at (604)892-6100.

Kind regards,

K. (Kara) TRIANCE, O.3086 (Insp)
OIC Sea to Sky RCMP

/hm

Handwritten signature of S/Sgt. Gareth Brayley

S/Sgt. Gareth Brayley 142870
Royal Canadian Mounted Police

Intentionally Blank



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	2020 Annual Tax Sale Deferral Bylaw No. 583, 2020		
Author	Pamela Rooke	Reviewed By:	Peter DeJong
Date	July 22, 2020	Version	
Issued for	July 28, 2020 Regular Council Meeting		

RECOMMENDATIONS

- (1) THAT the 2020 Annual Tax Sale Deferral Bylaw No. 583, 2020 be introduced, and read a first time.
- (2) THAT the 2020 Annual Tax Sale Deferral Bylaw No. 583, 2020 be read a second time.
- (3) THAT the 2020 Annual Tax Sale Deferral Bylaw No. 583, 2020 be read a third time.
- (4) THAT the 2020 Annual Tax Sale Deferral Bylaw No. 583, 2020 be adopted.

ATTACHMENTS

1. 2020 Annual Tax Sale Deferral Bylaw No. 583, 2020
2. BC Ministerial Order No. M159

KEY INFORMATION

A tax sale is a public auction of properties within a municipality which have unpaid property taxes from two years prior to the current year (delinquent taxes). Under the *Local Government Act - Division 7*, a municipality must hold an annual tax sale at 10:00 a.m. on the last Monday of September each year for properties that have delinquent taxes owing at the date of the tax sale. A property sold at tax sale is held for a one year redemption period during which time the owner may redeem the property by paying to the collector all outstanding tax amounts including interest plus costs incurred by the collector related to the property.

BC Ministerial Order No. M159 was introduced to provide Covid-19 relief. It provides that a municipality may, by bylaw, defer the annual tax sale for 2020 until September 27, 2021. Due to the



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

potential impact of Covid-19 on the financial situation of residents with delinquent taxes, staff recommend that Council adopt the above-noted bylaw.

OPTIONS

1. Approve the recommendation above and give the bylaw three readings and adoption;
2. Amend the bylaw and then give it three readings and adoption;
3. Provide staff with alternative direction.

FOLLOW UP ACTION

Assuming the bylaw receives three readings and adoption, residents with delinquent taxes will be notified in writing by staff that the annual tax sale for 2020 has been deferred to September 21, 2021.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



2020 Annual Tax Sale Deferral Bylaw No. 583, 2020

Adopted:

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0
Phone: 604-921-9333 Fax: 604-921-6643
Email: office@lionsbay.ca Web: www.lionsbay.ca

**Village of Lions Bay
Bylaw No. 583, 2020**

A Bylaw to Defer Tax Sale for the Year 2020

WHEREAS pursuant to Division 4 of Local Government Finance (Covid-19) Ministerial Order No. M159 Council may, by bylaw adopted on or before August 31, 2020 defer the annual tax sale for 2020 until September 27, 2021, with the effect that the annual tax sale would be on that date in respect of the upset price described in section 649 of that *Local Government Act*;

THEREFORE the Council of the Village of Lions Bay in open meeting assembled, enacts as follows:

1. CITATION

1.1 This bylaw may be cited as “2020 Annual Tax Sale Deferral Bylaw 583, 2020”.

2. INTERPRETATION

2.1 In this Bylaw,

- a) **Delinquent taxes** include **Taxes in arrears** and means any taxes remaining unpaid on December 31, two years after the year the tax was imposed.
- b) **Taxes in arrears** means outstanding property taxes plus applicable penalties and interest that are unpaid on December 31 in the year they were imposed.

3. TAX SALE 2020

3.1 The annual *tax sale* for 2020 is deferred to September 27, 2021.

3.2 All **delinquent taxes** on properties within the Village of Lions Bay at September 28, 2020 will remain as **delinquent taxes** for 2021 with applicable interest charges.

READ A FIRST TIME	, 2020.
READ A SECOND TIME	, 2020.
READ A THIRD TIME this	, 2020.
ADOPTED	, 2020.

Mayor

Corporate Officer

Certified a true copy of
Bylaw No. 583, 2020, as adopted.

Corporate Officer

PROVINCE OF BRITISH COLUMBIA

**ORDER OF THE MINISTER OF PUBLIC SAFETY AND
SOLICITOR GENERAL**

Emergency Program Act

Ministerial Order No. M159

WHEREAS a declaration of a state of emergency throughout the whole of the Province of British Columbia was declared on March 18, 2020 because of the COVID-19 pandemic;

AND WHEREAS it is in the public interest to ensure that certain financial measures be authorized so that local governments have operating funds during the emergency and the impacts of the emergency are lessened by varying, extending or deferring requirements;

AND WHEREAS section 10 (1) of the *Emergency Program Act* provides that I may do all acts and implement all procedures that I consider necessary to prevent, respond to or alleviate the effects of any emergency or disaster;

I, Mike Farnworth, Minister of Public Safety and Solicitor General, order that the attached Local Government Finance (COVID-19) Order is made.

May 15, 2020

Date


Minister of Public Safety and Solicitor General

(This part is for administrative purposes only and is not part of the Order.)

Authority under which Order is made:

Act and section: Emergency Program Act, R.S.B.C. 1996, c. 111, s. 10

Other: MO 73/2020; OIC 241/2020

LOCAL GOVERNMENT FINANCE (COVID-19) ORDER

Division 1 – General

Definitions

- 1 In this order:
 - “**board**” has the same meaning as in the Schedule of the *Local Government Act*;
 - “**City of Vancouver**” has the same meaning as “city” in section 2 of the *Vancouver Charter*;
 - “**council**” has the same meaning as in the Schedule of the *Community Charter*;
 - “**Greater Vancouver Sewerage and Drainage District**” has the same meaning as “Corporation” in section 2 of the *Greater Vancouver Sewerage and Drainage District Act*;
 - “**Greater Vancouver Sewerage and Drainage District Administration Board**” has the same meaning as “Board” in section 2 of the *Greater Vancouver Sewerage and Drainage District Act*;
 - “**Greater Vancouver Water District**” has the same meaning as “Corporation” in section 2 of the *Greater Vancouver Water District Act*;
 - “**Greater Vancouver Water District Administration Board**” has the same meaning as “Board” in section 2 of the *Greater Vancouver Water District Act*;
 - “**improvement district**” has the same meaning as in the Schedule of the *Local Government Act*;
 - “**Municipal Finance Authority**” means the Municipal Finance Authority of British Columbia continued under section 2 [*authority continued*] of the *Municipal Finance Authority Act*;
 - “**municipality**” has the same meaning as in the Schedule of the *Community Charter*;
 - “**regional district**” has the same meaning as in the Schedule of the *Local Government Act*;
 - “**Vancouver council**” has the same meaning as “Council” in section 2 of the *Vancouver Charter*.

Application

- 2 This order applies during the period that starts on the date this order is made and ends on the date on which the last extension of the declaration of a state of emergency made March 18, 2020 under section 9 (1) [*declaration of state of emergency*] of the *Emergency Program Act* expires or is cancelled.

Division 2 – Reserve Fund Borrowing

Reserve fund borrowing – municipalities

- 3 (1) A municipality may, during the 2020 calendar year, borrow from a reserve fund established under section 188 [*establishment of reserve funds*] of the *Community Charter*.

- (2) The money borrowed under subsection (1) of this section
 - (a) may be used for any operational shortfall in the 2020 calendar year, at the discretion of the council of the municipality,
 - (b) must be repaid to the fund from which it was borrowed on or before December 31, 2025, and
 - (c) need not be repaid with interest.
- (3) Any outstanding money that remains unpaid on December 31, 2025 must be added to the 2026 financial plan, budget or estimates, as applicable, of the municipality as a cash transfer to reserves, plus a penalty equal to 5% of the debt outstanding as at December 31, 2025.
- (4) This section applies despite section 189 [*use of money in reserve funds*] of the *Community Charter*.

Reserve fund borrowing – regional districts

- 4 (1) A regional district may, during the 2020 calendar year, borrow from a reserve fund established under section 377 [*financial management: application of Community Charter*] of the *Local Government Act*.
- (2) The money borrowed under subsection (1) of this section
 - (a) may be used for any operational shortfall in the 2020 calendar year, at the discretion of the board of the regional district,
 - (b) must be repaid to the fund from which it was borrowed on or before December 31, 2025, and
 - (c) need not be repaid with interest.
- (3) Any outstanding money that remains unpaid on December 31, 2025 must be added to the 2026 financial plan, budget or estimates, as applicable, of the regional district as a cash transfer to reserves, plus a penalty equal to 5% of the debt outstanding as at December 31, 2025.
- (4) This section applies despite section 377 of the *Local Government Act*.

Reserve fund borrowing – improvement districts

- 5 (1) An improvement district may, during the 2020 calendar year, borrow from a reserve fund established under section 706 [*renewal of works and related reserve funds*] of the *Local Government Act*.
- (2) The money borrowed under subsection (1) of this section
 - (a) may be used for any operational shortfall in the 2020 calendar year, at the discretion of the improvement district board,
 - (b) must be repaid to the fund from which it was borrowed on or before December 31, 2025, and
 - (c) need not be repaid with interest.
- (3) Any outstanding money that remains unpaid on December 31, 2025 must be added to the 2026 financial plan, budget or estimates, as applicable, of the improvement district as a cash transfer to reserves, plus a penalty equal to 5% of the debt outstanding as at December 31, 2025.
- (4) This section applies despite section 706 of the *Local Government Act*.

Reserve fund borrowing – City of Vancouver

- 6
- (1) The City of Vancouver may, during the 2020 calendar year, borrow from a reserve fund established under the following sections of the *Vancouver Charter*:
 - (a) section 193D (5) (d) and (8) [*single room accommodation permits*];
 - (b) section 201A [*property acquisition fund*];
 - (c) section 306 (7) to (9) [*reserve fund for off-street parking and other transportation infrastructure*];
 - (d) section 523D (16) to (17.1) [*development cost levies*].
 - (2) The money borrowed under subsection (1) of this section
 - (a) may be used for any operational shortfall in the 2020 calendar year, at the discretion of the Vancouver council,
 - (b) must be repaid to the fund from which it was borrowed on or before December 31, 2025, and
 - (c) need not be repaid with interest.
 - (3) Any outstanding money that remains unpaid on December 31, 2025 must be added to the 2026 financial plan, budget or estimates, as applicable, of the City of Vancouver as a cash transfer to reserves, plus a penalty equal to 5% of the debt outstanding as at December 31, 2025.
 - (4) This section applies despite the following provisions of the *Vancouver Charter*:
 - (a) section 193D (5) (d) and (8);
 - (b) section 201A;
 - (c) section 306 (7) to (9);
 - (d) section 523D (16) to (17.1).

**Reserve fund borrowing –
Greater Vancouver Sewerage and Drainage District**

- 7
- (1) The Greater Vancouver Sewage and Drainage District may, during the 2020 calendar year, borrow from a reserve fund established under section 34.1 [*reserve and special reserve funds*] of the *Greater Vancouver Sewage and Drainage District Act*.
 - (2) The money borrowed under subsection (1) of this section
 - (a) may be used for any operational shortfall in the 2020 calendar year, at the discretion of the Greater Vancouver Sewage and Drainage District board,
 - (b) must be repaid to the fund from which it was borrowed on or before December 31, 2025, and
 - (c) need not be repaid with interest.
 - (3) Any outstanding money that remains unpaid on December 31, 2025 must be added to the 2026 financial plan, budget or estimates, as applicable, of the Greater Vancouver Sewage and Drainage District as a cash transfer to reserves, plus a penalty equal to 5% of the debt outstanding as at December 31, 2025.
 - (4) This section applies despite section 34.1 of the *Greater Vancouver Sewage and Drainage District Act*.

**Reserve fund borrowing –
Greater Vancouver Water District**

- 8 (1) The Greater Vancouver Water District may, during the 2020 calendar year, borrow from a reserve fund established under section 57.1 [*reserve funds*] of the *Greater Vancouver Water District Act*.
- (2) The money borrowed under subsection (1) of this section
- (a) may be used for any operational shortfall in the 2020 calendar year, at the discretion of the Greater Vancouver Water District board,
 - (b) must be repaid to the fund from which it was borrowed on or before December 31, 2025, and
 - (c) need not be repaid with interest.
- (3) Any outstanding money that remains unpaid on December 31, 2025 must be added to the 2026 financial plan, budget or estimates, as applicable, of the Greater Vancouver Water District as a cash transfer to reserves, plus a penalty equal to 5% of the debt outstanding as at December 31, 2025.
- (4) This section applies despite section 57.1 of the *Greater Vancouver Water District Act*.

Division 3 – Revenue Anticipation Borrowing

Municipal Finance Authority

- 9 The Municipal Finance Authority may enter into agreements with the following institutions to provide financing for the following purposes, as applicable to the institution, in accordance with section 11 [*interim financing*] of the *Municipal Finance Authority Act* and in the same manner as if each of the following institutions was a public institution under that Act:
- (a) in respect of the City of Vancouver, borrowing under section 263 [*borrowing pending collection of real-property taxes*] of the *Vancouver Charter*;
 - (b) in respect of the Greater Vancouver Sewerage and Drainage District, borrowing under section 35 [*borrowing in anticipation of revenue*] of the *Greater Vancouver Sewerage and Drainage District Act*;
 - (c) in respect of the Greater Vancouver Water District, borrowing under section 58 [*borrowing in anticipation of revenue*] of the *Greater Vancouver Water District Act*.

Extension of borrowing – municipalities

- 10 (1) For debt incurred as borrowing in anticipation of revenue in 2020 in accordance with section 177 [*revenue anticipation borrowing*] of the *Community Charter* in respect of a municipality, the money must be repaid on or before the earlier of the following dates:
- (a) the date when the anticipated revenue with respect to which the borrowing was authorized is received;
 - (b) December 31, 2021.
- (2) The amount of any outstanding debt from 2020 that remains unpaid in 2021 under subsection (1) does not limit, and need not be included in the calculation of, the

maximum allowable amount of borrowing in anticipation of revenue in 2021 in respect of the municipality.

- (3) This section applies despite section 177 of the *Community Charter*.

Extension of borrowing – regional districts

- 11** (1) For debt incurred as borrowing in anticipation of revenue in 2020 in accordance with section 404 [*revenue anticipation borrowing*] of the *Local Government Act* in respect of a regional district, the money must be repaid on or before the earlier of the following dates:
- (a) the date when the anticipated revenue with respect to which the borrowing was authorized is received;
 - (b) December 31, 2021.
- (2) The amount of any outstanding debt from 2020 that remains unpaid in 2021 under subsection (1) does not limit the maximum allowable amount of borrowing in anticipation of revenue in 2021 in respect of the regional district.
- (3) This section applies despite section 404 of the *Local Government Act*.

Extension of borrowing – City of Vancouver

- 12** (1) For debt incurred as borrowing in anticipation of revenue in 2020 in accordance with section 263 [*borrowing pending collection of real-property taxes*] of the *Vancouver Charter*, the money must be repaid on or before the earlier of the following dates:
- (a) the date when the anticipated revenue with respect to which the borrowing was authorized is received;
 - (b) December 31, 2021.
- (2) The amount of any outstanding debt from 2020 that remains unpaid in 2021 under subsection (1) does not limit, and need not be included in the calculation of, the maximum allowable amount of borrowing in anticipation of revenue in 2021.
- (3) This section applies despite section 263 of the *Vancouver Charter*.

**Extension of borrowing –
Greater Vancouver Sewerage and Drainage District**

- 13** (1) For debt incurred as borrowing in anticipation of revenue in 2020 in accordance with section 35 [*borrowing in anticipation of revenue*] of the *Greater Vancouver Sewerage and Drainage District Act*, the money must be repaid on or before the earlier of the following dates:
- (a) the date when the anticipated revenue with respect to which the borrowing was authorized is received;
 - (b) December 31, 2021.
- (2) The amount of any outstanding debt from 2020 that remains unpaid in 2021 under subsection (1) does not limit the maximum allowable amount of borrowing in anticipation of revenue in 2021.
- (3) This section applies despite section 35 of the *Greater Vancouver Sewerage and Drainage District Act*.

**Extension of borrowing –
Greater Vancouver Water District**

- 14** (1) For debt incurred as borrowing in anticipation of revenue in 2020 in accordance with section 58 [*borrowing in anticipation of revenue*] of the *Greater Vancouver Water District Act*, the money must be repaid on or before the earlier of the following dates:
- (a) the date when the anticipated revenue with respect to which the borrowing was authorized is received;
 - (b) December 31, 2021.
- (2) The amount of any outstanding debt from 2020 that remains unpaid in 2021 under subsection (1) does not limit the maximum allowable amount of borrowing in anticipation of revenue in 2021.
- (3) This section applies despite section 58 of the *Greater Vancouver Water District Act*.

Division 4 – Annual Tax Sales

Deferral of tax sale – municipalities

- 15** (1) A council of a municipality may, by bylaw adopted on or before August 31, 2020, defer the annual tax sale for 2020, provided for under Division 7 [*Annual Municipal Tax Sale*] of Part 16 [*Municipal Provisions*] of the *Local Government Act*, until September 27, 2021, with the effect that the annual tax sale would be on that date in respect of the upset price described in section 649 [*upset price for tax sale*] of that Act.
- (2) If a bylaw is adopted deferring the annual tax sale,
- (a) written notice must be sent within 2 weeks of the bylaw’s adoption to the property owner of a property that is subject to the deferred annual tax sale advising the owner that
 - (i) the annual tax sale for 2020 has been deferred to September 27, 2021,
 - (ii) any taxes that are delinquent will remain delinquent for 2021, with applicable interest charges, and
 - (iii) unless the delinquent taxes are paid before the start of the tax sale on September 27, 2021, the property will be subject to tax sale on September 27, 2021,
 - (b) it is not required to provide public notice of the deferral of the annual tax sale, and
 - (c) for certainty, any taxes that are delinquent, as described in section 246 (1) [*delinquent taxes*] of the *Community Charter*, remain delinquent for 2021, with interest charges that are carried under that Act.
- (3) For certainty, this section does not limit the application of the *Local Government Act* to an annual tax sale in respect of a municipality that does not defer its annual tax sale.
- (4) This section applies despite Division 7 of Part 16 of the *Local Government Act*.

Deferral of tax sale – City of Vancouver

- 16** (1) The Vancouver council may, by bylaw adopted on or before August 31, 2020, defer the annual tax sale for 2020, provided for under section 422 [*tax sale each year*] of the *Vancouver Charter*, until November 10, 2021, with the effect that the annual tax sale would be on that date in respect of the upset price described in section 427 [*price to be paid*] of that Act.
- (2) If a bylaw is adopted deferring the annual tax sale,
- (a) written notice must be sent within 2 weeks of the bylaw’s adoption to the property owner of a property that is subject to the deferred annual tax sale advising the owner that
 - (i) the annual tax sale for 2020 has been deferred to November 10, 2021,
 - (ii) any taxes that are delinquent will remain delinquent for 2021, with applicable interest charges, and
 - (iii) unless the delinquent taxes are paid before the start of the tax sale on November 10, 2021, the property will be subject to tax sale on November 10, 2021,
 - (b) it is not required to provide public notice of the deferral of the annual tax sale, and
 - (c) for certainty, any taxes that are delinquent, as described in section 407 [*further warning of tax sale*] of the *Vancouver Charter*, remain delinquent for 2021, with interest charges that are carried under that Act.
- (3) This section applies despite Part XX [*Real-Property Taxation*] of the *Vancouver Charter*.

Deferral of tax sale – improvement districts

- 17** (1) In this section, “**deferral date**” means, as applicable,
- (a) a date specified for the annual tax sale deferred by a bylaw in accordance with subsection (2), or
 - (b) September 27, 2021, if no date is specified in the bylaw.
- (2) An improvement district board may, by bylaw adopted on or before August 31, 2020, defer the annual tax sale for 2020, provided for under Division 6 [*Tax Sales*] of Part 17 [*Improvement Districts*] of the *Local Government Act*, until the deferral date, with the effect that the annual tax sale would be on the deferral date in respect of the upset price described in section 720 (2) (e) [*tax sale notice to affected owners and charge holders*] of that Act.
- (3) If a bylaw is adopted deferring the annual tax sale,
- (a) written notice must be sent within 2 weeks of the bylaw’s adoption to the registered owner of land that is subject to the deferred annual tax sale advising the owner
 - (i) that the annual tax sale for 2020 has been deferred to the deferral date,
 - (ii) of the applicable deferral date of the deferred annual tax sale,
 - (iii) any taxes that remain owing will remain owing for 2021, with applicable interest charges, and

- (iv) that, unless the upset price, as set under section 720 (2) (e) of the *Local Government Act*, is paid before the start of the tax sale on the deferral date, the land will be subject to tax sale on the deferral date,
 - (b) it is not required to provide public notice of the deferral of the annual tax sale, and
 - (c) for certainty, any taxes that remain owing, as described in section 718 (1) (a) [*tax sale for recovery of taxes*] of the *Local Government Act*, remain owing for 2021, with interest charges that are carried under that Act.
- (4) For certainty, this section does not limit the application of the *Local Government Act* to tax sales in respect of an improvement district that does not defer its annual tax sale.
 - (5) This section applies despite Division 6 of Part 17 of the *Local Government Act*.

Division 5 – Tax Sale Redemption Periods

Extension of redemption period – municipalities

- 18** (1) A council of a municipality may, by bylaw adopted on or before August 31, 2020, extend the expiration of the redemption period for all properties that have a redemption period ending in 2020, provided for under Division 7 [*Annual Municipal Tax Sale*] of Part 16 [*Municipal Provisions*] of the *Local Government Act*, to September 27, 2021.
- (2) If a bylaw is adopted extending the expiration of the redemption period,
 - (a) written notice, advising that the redemption period has been extended to September 27, 2021, must be sent within 2 weeks of the bylaw’s adoption
 - (i) to the property owner of a property that is subject to a redemption period that has been extended in accordance with subsection (1) of this section, and
 - (ii) to the tax sale purchaser, and
 - (b) it is not required to provide public notice of the extension of the redemption period.
- (3) For certainty, this section does not limit the application of the *Local Government Act* in respect of a municipality that does not extend the expiration of the redemption period.
- (4) This section applies despite Division 7 of Part 16 of the *Local Government Act*.

Extension of redemption period – City of Vancouver

- 19** (1) The Vancouver council may, by bylaw adopted on or before August 31, 2020, extend the expiration of the redemption period for all properties that have a redemption period ending in 2020, provided for under sections 422 [*tax sale each year*] to 454 [*period of limitation*] of the *Vancouver Charter*, to November 10, 2021.
- (2) If a bylaw is adopted extending the expiration of the redemption period,
 - (a) written notice, advising that the redemption period has been extended to November 10, 2021, must be sent within 2 weeks of the bylaw’s adoption

- (i) to the property owner of a property that is subject to a redemption period that has been extended in accordance with subsection (1) of this section, and
- (ii) to the tax sale purchaser, and
- (b) it is not required to provide public notice of the extension of the redemption period.
- (3) This section applies despite Part XX [*Real-Property Taxation*] of the *Vancouver Charter*.

Division 6 – Annual Reporting and Other Annual Requirements

Annual reporting requirements – annual municipal report

- 20** Despite the date referred to in section 98 (1) [*annual municipal report*] of the *Community Charter*, the applicable date for the requirements described in that section is August 31.

Annual reporting requirements – regional district finances reporting

- 21** Despite the date referred to in section 376 (1) [*annual reporting on regional district finances*] of the *Local Government Act*, the applicable date for the requirements described in that section is August 31.

Annual requirements – *Financial Information Act*

- 22**
- (1) In this section, “**corporation**” has the same meaning as in section 1 of the *Financial Information Act*.
 - (2) This section only applies to a corporation to which a grant or advance may be made, or the borrowings of which may be guaranteed by the government, under the authority of the following enactments:
 - (a) the *Islands Trust Act*;
 - (b) the *Local Government Grants Act*;
 - (c) the *Municipal Aid Act*.
 - (3) Despite the time period set out in section 2 (2) [*statement of financial information*] of the *Financial Information Act*, a corporation is to comply with the requirements of that subsection on or before August 31, 2020.
 - (4) Despite the time period set out in section 2 (3) of the *Financial Information Act*, a corporation is to comply with the requirements of that subsection on or before August 31, 2020.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	Fees Bylaw No. 497, 2016 Amendment Bylaw 584, 2020		
Author	Karla Duarte	Reviewed By:	Peter DeJong
Date	July 23, 2020	Version	
Issued for	July 28, 2020 Council Meeting		

Recommendations:

THAT Fees Bylaw No. 497, 2016, Amendment Bylaw No. 584, 2020 be introduced and read three times.

THAT Fees Bylaw No. 497, 2016, Amendment Bylaw No. 584, 2020 be adopted.

Attachments:

- (1) Draft Fees Bylaw No. 497, 2016, Amendment Bylaw No. 584, 2020
- (2) Draft consolidation of Fees Bylaw No. 497, 2016

Key Information:

The purpose of the amendments to Fees Bylaw No. 497, 2016 is to ensure clarity to Schedule 2 for damage deposit fees and descriptions for the Development Proposal requests.

The amendment also increases the parking fees for metered parking at the Sunset Trailhead.

Options:

- (1) Approve the recommendations above and adopt the bylaw.
- (2) Amend the bylaw further before the readings.
- (3) Provide alternative direction to staff.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Preferred Option: Option 1: approve the recommendations and adopt the bylaw.

Legal Considerations: Legal Housekeeping.

Follow Up Action: Post the consolidated bylaw on the website.

Communication Plan: Ensure requirements are conveyed to applicants and customers in accordance with the amendments. Update website information accordingly.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Fees Bylaw No. 497, 2016

Office Consolidation

This document is an office consolidation of Fees Bylaw No. 497, 2016 with subsequent amendments adopted by the Village of Lions Bay.

All persons making use of this consolidation are reminded that it has no Council sanction, and that amendments have been incorporated only for convenience of reference, and that for all purposes of interpretation and application, the original bylaws should be consulted. The Village of Lions Bay will, in no event, be liable or responsible for damages of any kind arising out of the use of this consolidation.

This is not the official version of Fees Bylaw No. 497, 2016, as amended, nor is it admissible in a court of law. For such purposes, official certified copies of the original bylaws can be obtained from the Village Office or by contacting us at: admin@lionsbay.ca

List of Amending Bylaws

Bylaw No.	Section	Description	Adopted
519	3	Deletes section 5.1.13	April 4, 2017
526	2.1	Amends schedule 1	May 5, 2017
530	2(a)	Adds metered parking fees to schedule 5	July 4, 2017
534	2.1	Replaces Schedules 1-10	December 19, 2017
544	2(a) 2(b)	Adds soil deposit and removal fees in schedule 2 Amends parking meter rates in schedule 5	May 11, 2018
547	2(a)-(c)	Amends text in Schedules 2 and 5	June 5, 2018
551	2(a)-(d) 3	Amends birthday party rental fees and non-profit rental fees in schedule 6 Deletes insurance costs from the table	September 18, 2018
554	2(a)-(f)	Amends text and fees in schedules 1, 2, 3, 5, 6	December 18, 2018

		and 7	
563	2(a)-(b)	Amends Extra Annual Parking Permit description and Parking Meters Fees in schedule 5	May 14, 2019
567	2(a)-(h) 3	Amends schedules 1-8 Punctuational changes	December 17, 2019
<u>584</u>			

Fees Bylaw No. 497, 2016

A bylaw to provide for the imposition of fees.

WHEREAS, pursuant to the provision of the *Community Charter and the Local Government Act*, the Village of Lions Bay may impose municipal fees in respect of all or part of a service of the municipality, the use of municipal property, the exercise of authority to regulate, prohibit or impose requirements, or in respect of such other matters permitted by an enactment;

NOW THEREFORE the Council of the Village of Lions Bay in open meeting assembled enacts as follows:

Part 1 – CITATION:

1.1 This Bylaw may be cited for all purposes as "Fees Bylaw No. 497, 2016".

Part 2 – SEVERABILITY:

2.1 If a portion of this bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.

Part 3 – FEES AND CHARGES

3.1 The municipality hereby imposes the fees for the provision of services and information as specified in Schedules 1 to 10 inclusive, which are attached hereto and form part of this bylaw.

Schedules

Schedule 1: General Administration

Schedule 2: Development, Land and Building Services

Schedule 3: Engineering and Public Works

Schedule 4: Animal Control & Licencing

Schedule 5: Traffic & Parking Fees

Schedule 6: Community Facility Rentals

Schedule 7: Filming

Schedule 8: Fire Rescue / Emergency Permits & Fees

Schedule 9: Memorials and Dedications

Schedule 10: General

- 3.2 Fees imposed under this bylaw for the provision of services or information apply instead of any fees imposed under other bylaws for the same services or information, in the event of any conflict between this bylaw and any other bylaw.

Part 4 – REPEAL

- 4.1 The following bylaws are hereby repealed:
1. Security Alarm System Regulation Bylaw No. 272, 1997;
 2. Fees and Charges Bylaw No. 462, 2014;
 3. Repeal of Prior Fees and Charges Bylaw No. 465, 2014;
 4. Fees and Charges Amendment Bylaw No. 480, 2014; and
 5. Fees and Charges Amendment Bylaw No. 490, 2015.

Part 5 – CONSEQUENTIAL AMENDMENTS

- 5.1 The following bylaws are hereby amended as follows:
1. Water Rates and Regulation Bylaw No. 2, 1971, as amended:
 - (a) Section 4 is amended to read: "Fees for services that may be or are provided under this Bylaw shall be payable as set out in Fees Bylaw No. 497, 2016, as amended"; and
 - (b) Schedule A is amended by deleting section 2, Connection Charges.
 2. Village of Lions Bay Sewer Bylaw #101, 1984, as amended:
 - (a) Section 3 is amended by striking the heading and substituting therefore the heading "Fees";
 - (b) Section 3 is further amended by deleting the existing wording and substituting therefore: "Fees for services that may be or are provided under this Bylaw shall be payable as set out in Fees Bylaw No. 497, 2016, as amended";
 - (c) Section 17 is hereby renumbered as Section 18; and
 - (d) The following is hereby inserted as Section 17:

"17. The tie-in of the building sewer shall be made into a wye at the property line. The owner shall be required to install this wye. A plug shall be inserted into the upper end of the wye to prevent any flow into the sewer system. After the acceptance of the house plumbing by the building inspector and after the building sewer from the wye to the house has been tested successfully, the plug shall be removed in the presence of a representative of the Village. The wye branch shall then be plugged and the excavation backfilled with suitable material. Under no

- circumstances shall the building sewer be used for drainage purposes during construction.
- (e) Schedule A is hereby deleted.
3. Subdivision Bylaw No. 141, 1985, as amended:
- (a) Section 5 is amended to read: "Fees for services that may be or are provided under this Bylaw or Development Application Procedures and Fees Bylaw No. 431, 2011, as amended, shall be payable as set out in Fees Bylaw No. 497, 2016, as amended. These fees shall be in addition to any fees prescribed under the *Land Title Act*, RSBC 1996, Chapter 250".
4. Lions Bay Soil and Material Deposit Bylaw No. 157, 1987:
- (a) Section 6 is amended to read: "Fees for services that may be or are provided under this Bylaw shall be payable as set out in Fees Bylaw No. 497, 2016, as amended".
5. Village of Lions Bay Blasting Bylaw No. 170, 1988:
- (a) Section 5 is amended to read: "Fees for services that may be or are provided under this Bylaw shall be payable as set out in Fees Bylaw No. 497, 2016, as amended".
6. Building Regulation Bylaw 234, 1994:
- (a) The heading for Section 21 is hereby amended by adding the words: "and Fees" to the word: "Schedules";
- (b) The existing Section 21 is hereby renumbered as Section 21(b);
- (c) The following shall be inserted as Section 21(a): "Fees for services that may be or are provided under this Bylaw shall be payable as set out in Fees Bylaw No. 497, 2016, as amended"; and
- (d) Schedule D, Village of Lions Bay Permit Fees, is hereby deleted.
7. Animal Control and Licencing Bylaw No. 461, 2014:
- (a) All references in Sections 5, 11 and 12 to Village of Lions Bay Fees and Charges Bylaw No. 462, 2014 are hereby deleted and replaced with references to Fees Bylaw No. 497, 2016, as amended.
8. Village of Lions Bay Trees, Views and Landscapes Bylaw No. 393, 2007, as amended:
- (a) The reference in Section 3.4.1.4 to Fees and Charges Bylaw No. 462, 2014 is hereby replaced with a reference to Fees Bylaw No. 497, 2016, as amended.
9. Traffic and Parking Bylaw No. 413, 2009, as amended:

(a) The following is inserted as Section 35: "Fees for services that may be or are provided under this Bylaw shall be payable as set out in Fees Bylaw No. 497, 2016, as amended".

10. Fire Bylaw No. 428, 2011, as amended:

- (a) Section 53 is hereby renumbered as Section 54;
- (b) The following is hereby inserted as Section 53: "Additional fees for services that may be or are provided under this Bylaw shall be payable as set out in Fees Bylaw No. 497, 2016, as amended".
- (c) Appendix B is hereby deleted.

11. Development Application Procedures and Fees Bylaw No. 431, 2011, as amended:

- (a) All references in Sections 3 and 12 to Village of Lions Bay Fees and Charges Bylaw No. 462, 2014 are hereby deleted and replaced with references to Fees Bylaw No. 497, 2016, as amended.

12. Village of Lions Bay Outdoor Water Use Bylaw No. 484, 2015:

- (a) The reference in Section 4 of Schedule B to the Village of Lions Bay Fees and Charges Bylaw is hereby deleted and replaced with a reference to Fees Bylaw No. 497, 2016, as amended.

Part 6 – EFFECTIVE DATE

6.1 This bylaw shall come into force and take effect on January 1, 2017.

READ A FIRST TIME

December 15, 2015 _____

READ A SECOND TIME

December 15, 2015

READ A THIRD TIME

December 6, 2016

ADOPTED

December 20, 2016

Mayor

Corporate Officer

**Certified a true copy of Fees
Bylaw No. 497, 2016 as adopted.**

Corporate Officer

SCHEDULE 1 – GENERAL ADMINISTRATION

Description	Fee
Freedom of Information and Protection of Privacy Act Fees payable for requests made under the <i>Freedom of Information and Protection of Privacy Act and Regulation</i>	As per <i>Freedom of Information and Protection of Privacy Act and Regulation</i> , Schedule of Maximum Fees.* *Note: For commercial applicants, for each service listed, the actual cost to the public body of providing that service shall be determined at the rate of \$10.00 per ¼ hour.
Locating, retrieving, producing or preparing records for disclosure	\$7.50 per ¼ hour
Photocopying / printing / scanning documents (Fee applies to 8 pages and more)	\$0.25 per page (black & white) \$1.00 per page (colour)
Copy of house plans	\$75 plus actual costs of printing copy
Tax certificates (no charge for property owners)	\$30 each
Property title search from Land Title Office	\$25
Property Tax and Utility Information:	
Property Tax Certificate	\$30 (no charge to owners)
Reprinted Property Tax/Utility Fee Notice	\$20 (no charge to owners)
Property Title Search from Land Title Office	\$25
Property Ownership Transfer Tax on tax sale properties	As per Land Title Office fees
Property Tax Sale, registration and removal of Liens	As per Land Title Office fees
Reprinted tax / utility documents	\$20 per document (no charge for property owner)
Lions Bay Flag	\$100
Lions Bay Historical Society Booklet	\$10
Lions Bay stickers	\$2
Community Garden	\$25 per plot annually
Biodegradable Organics Bags	\$4 plus GST

[Amended by Bylaw No. 554]

[Amended by Bylaw No. 567]

SCHEDULE 2 – DEVELOPMENT, LAND AND BUILDING SERVICES

Description	Fee
Official Community Plan Amendment (Residential)	\$2,500 or \$3,000 if combined with rezoning application, plus actual advertising cost, plus 10% thereof, with \$700 refunded if no public
Zoning Bylaw Amendment (Residential)	\$2,500, plus actual advertising cost, plus 10% thereof, with \$700 refunded if no public hearing.
OCP or Zoning Amendment (Non-Residential)	\$2,500 for first 465 m2 of building area plus \$500 for each additional
Request for Preliminary Review of Subdivision-Development Application Proposal (Initial Meeting)	\$250
Request for Preliminary Review of Subdivision-Development Application Proposal for Subdivision, Rezoning or OCP Amendment (Preliminary Review Process)	\$2,000 plus \$300 for each additional lot after first lot created. Additional expenses may apply per Bylaw No. 431, as amended.
Land Subdivision (Final Approval) Application	\$1,000 plus \$200 for each additional lot or strata lot after first lot or
Development Permit	\$1,200
Development Variance Permit	\$750
Temporary Use Permit Application Fee (non-refundable)	\$250
Inspection fee for Temporary Use Permit for Short Term Rentals	\$250 – Includes initial inspection plus one additional inspection. Each additional inspection \$75/hour
Temporary Use Permit	\$1,000 plus \$750 for renewal
Board of Variance (non-refundable)	\$500
Building Permit Application Fee (non-refundable)	\$100
Pre-Building Permit Application Consultation Fee	\$75 per hour
Building Permits (based on value of construction):	
Minimum fee (<\$1,000)	\$150
• \$1,000-\$9,999	\$150 plus \$12 per \$1,000
• \$10,000-\$49,999	\$250 plus \$11 per \$1,000
• \$50,000-\$99,999	\$300 plus \$10 per \$1,000
• \$100,000 and greater	\$400 plus \$9 per \$1,000
<i>The minimum fee for a building permit for a <u>new dwelling</u> shall be not less than the fee for a building having a value of \$300,000 (\$3,100.00).</i>	<i>Building permits are valid for a maximum of two years, at which time they expire. A permit may be renewed once only in accordance with Building Bylaw No. 234, 1994,</i>

<p>Permit renewals <i>A building permit is valid for a maximum of two years, at which time it expires. A permit may be renewed only once in accordance with Building Bylaw No. 234, 1994, as amended.</i></p>	<p>75% of current Building Permit Fee at time of renewal</p>
<p><i>Damage Deposit (based on value of construction):</i></p> <ul style="list-style-type: none"> ● <i>Up to \$10,000</i> ● <i>Up to \$50,000</i> ● <i>Up to \$250,000</i> ● <i>Greater than \$250,000</i> <p><i>A Damage Deposit is required when taking out a Building Permit or a Demolition Permit, or when performing other works requiring an engineer's certificate or heavy machinery on Village highways. An occupancy certificate is needed with respect to a Building Permit and an inspection by the Public Works Manager is required prior to a Damage Deposit being returned.</i></p>	<p><i>\$500</i> <i>\$1,500</i> <i>\$3,000</i> <i>\$5,000</i></p>
<p><i><u>A Damage Deposit is required when taking out a Building Permit, or a Demolition Permit, or when performing other works requiring an engineer's certificate, heavy machinery or materials on Village highways, & without limitation, such as may be relevant to a Soil Deposit/Removal/Land Alteration Permit.</u></i></p>	
<p><i>Damage Deposit (Building Permit):</i></p> <ul style="list-style-type: none"> ● <i>Up to \$10,000</i> ● <i>Up to \$50,000</i> ● <i>Up to \$250,000</i> ● <i>Greater than \$250,000</i> 	<p><i>\$500</i> <i>\$1,500</i> <i>\$3,000</i> <i>\$5,000</i></p>
<p><i>Damage Deposit (Demolition Permit)</i></p> <p><i>Portion of a Building</i></p>	<p><i>\$3,000 (deposit will be rolled over to cost of Building Permit, once inspection by Public Works has been completed)</i> <i>Fee is proportional to the fee for complete demolition, up to</i></p>
<p><i>Other works requiring an engineer's certificate or heavy machinery or materials on Village Highways</i></p>	<p><i>\$3,000</i></p>
<p><i><u>Return of a Damage Deposit requires inspection and approval by the Public Works Manager and, in the case of a Building Permit, an Occupancy Certificate from the Building Inspector.</u></i></p>	
<p>Demolition Permit fees: Accessory building or structure All other buildings A portion of a building</p>	<p>\$100 per building \$1,000 per building Fee is proportional to the fee for complete demolition, up to demolition of 74% of a building; full fee payable for demolition of 75%</p>

Change of Address	\$500
Blasting permit application fee	\$250
Secondary suite surcharge	40% of Annual Utility Billing
Secondary suite inspection fee	Initial inspection plus one additional inspection free. Each additional inspection free.
Tree cutting permit applications	\$75 (non-refundable)
Lawn sprinkling permit application	\$40
Driveway Crossing Permit	\$100
Plumbing Fee	\$100 plus \$25 for each fixture
Fire Sprinkler Permit: New construction	\$125 plus \$2.50 per sprinkler head
Renovations requiring sprinkling	\$250 plus \$2.50 per sprinkler head
Alternate Solutions: Building Inspector (additional charge if required on more involved issues per Building Bylaw)	\$75 per hour (\$225 minimum)
Code Professional (additional charge if required on more involved issues per Building Bylaw)	Actual cost plus 10%
Extra Inspections (after second inspection)	\$100 per inspection
Pre-inspection of a building being moved within the Village	\$500 per structure
When a permit is surrendered and cancelled before any construction begins and the owner has provided written notification that the project will not be undertaken	50% of the building permit fee paid and 100% of the deposit shall be refunded to the property owner.
Plan review for building design modifications	\$75 per hour
Transfer of building permit	\$125
Unregistered Encroachment Agreement	\$400
Review & registration of Section 219 covenant placed according to the Land Title Act	\$400
For discharge of Section 219 covenant placed according to the Land Title Act	\$100
An application for the soil deposit or removal of more than 27 cubic meters (m ³) and up to 45 m ³ of in any one year.	\$100 (non-refundable)
Any application for the soil deposit or removal of more than 45 m ³ and up to 90 m ³ in any one year.	\$200 (non-refundable)
Any application for the soil deposit or removal of more than 90 m ³ and up to 180 m ³ in any one year.	\$400 (non-refundable)
Any application for the soil deposit or removal of more than 180 m ³ in any one year.	\$600 (non-refundable)

**NOTE: All permits include one inspection. All security deposits are refunded, less costs incurred, after Final Inspection*

[Amended by Bylaw No. 547]

[Amended by Bylaw No. 554]

[Amended by Bylaw No. 567]

[Amended by Bylaw No. 584]

SCHEDULE 3 – ENGINEERING & PUBLIC WORKS

Description	Fee
Water service connection fees	\$600 plus actual costs
Sewer service connection fees	\$600 plus actual costs
Locate water leak / water shutoff valve on private property / turn water on or off	Regular hours (7 am to 3 pm): \$75 per hour or portion, plus equipment costs After hours: \$115 per hour (3 hour minimum)
Locate Sewer Pipes / Connection	Regular hours (7 am to 3 pm): \$75 per hour or portion, plus equipment costs After hours: \$115 per hour (3 hour minimum)
Public Works hourly rate per worker (regular business hours)	\$75 per hour
Emergency after hours call-out	\$115 per hour (3 hour minimum)

[Amended by Bylaw No. 554]

[Amended by Bylaw No. 567]

SCHEDULE 4 – ANIMAL CONTROL & LICENCING

Description	Fee
Annual licence for altered dog	\$30 if paid before February 28 th or within 30 days of becoming a new resident or obtaining a new dog \$45 thereafter
Annual licence for unaltered dog	\$60 if paid before February 28 th or within 30 days of becoming a new resident or obtaining a new dog \$90 thereafter
Rebate of annual licence fee for dog altered subsequent to licence being paid	\$30
Tag replacement	\$10

[Amended by Bylaw No. 567]

SCHEDULE 5 – TRAFFIC & PARKING FEES**FEES FOR PERMITS**

Description	Fee
Extra resident parking permit – obtainable by a resident, allows parking in “permit parking” zones	\$40 (1 free permit for each Lions Bay Fire Rescue member, Search and Rescue member, Non-Resident Volunteer member of a Lions Bay committee, and Village staff member, not otherwise receiving free permits with a property tax notice, and two free permits within 30 days of becoming a new property owner)
Worksite parking permit for building-site workers for three months – obtainable by homeowners or construction managers on projects, allows parking in “permit parking” zones	\$40 for three months
Film company parking Film worker’s personal vehicle Film company truck	Refer to Schedule 7: Filming
Daily parking permit – obtainable by residents, allows parking for one day for guests	\$0 per vehicle
Operating a vehicle or combination of vehicles in excess of 63,500 kgs licensed gross vehicle weight on highway	\$35 per vehicle load
Monthly fee for parking of extraordinary vehicle or trailer on Village property, with permission of Council Extraordinary vehicle or trailer under 6.1 metres in length Extraordinary Vehicle or trailer 6.1- 6.5 metres in length Extraordinary Vehicle or trailer 6.5-7.7 metres in length Extraordinary Vehicle or trailer over 7.7 metres in length	\$80 per month/\$960 per year \$80 per month/\$960 per year \$110 per month/\$1,320 per year \$135 per month/\$1,620 per year
Upon approval of the Public Works Manager, daily fee for temporary placement of a moving container, a disposal container or construction material on a highway	\$35 per day
Upon approval of Council, placement on a highway of an office trailer, storage container or other similar chattel reasonably required in respect of a building permit	\$300 per month
Where work is performed by the Village in cleaning up spills or deposits on a highway, or remediating damage to a highway, fees per hour of work will be charged as shown below, to cover staff time plus use of Village equipment. Actual extra costs to the Village for items such as fuel, materials, turf, plants, storage in commercial premises, and equipment rentals required for clean-up or remediation work, will also be charged, based on invoices or receipts for materials or equipment. If work is performed by a commercial contractor under contract to the Village, the actual cost of the contract will be charged, in addition to a \$150 flat fee for Village administration time.	

Clean-up of spills or deposits on highway	Regular hours (7 am to 3 pm): \$75 per person per hour or portion, plus equipment costs After hours: \$115 per hour (3 hour minimum)
Remediation of damage to highway	Regular hours (7 am to 3 pm): \$75 per person per hour or portion, plus equipment costs After hours: \$115 per hour (3 hour minimum)

FEES FOR REMOVALS FROM HIGHWAY

Where vehicles, obstructions and chattels are removed from a highway, fees per hour of work are charged for removals and towing. If these items are not claimed and must subsequently be advertised and sold at auction, a flat fee is charged to cover the cost of storage, administration time and advertising.	
Removal of chattels, obstructions and things seized from highway	Regular hours (7 am to 3 pm): \$75 per hour or portion, plus equipment costs After hours: \$115 per hour (3 hour minimum) plus \$50 per day fee for storage
Towing of vehicle	Actual cost plus Regular hours (7 am to 3 pm): \$75 per person per hour or portion, plus equipment costs After hours: \$115 per person per hour (3 hour minimum)
Sale of chattels, obstructions and things seized from highway	\$1,000 flat fee

FEES FOR METERED PARKING

Description	Fee
Lions Bay Beach Park Lot (adjacent to train tracks) <i>*Permit holders NOT exempt from fee.</i>	\$4/hour or portion thereof up to a maximum of \$32 within a calendar day
Kelvin Grove Beach Park Lot <i>*Permit holders exempt from fee.</i>	\$3/hour or portion thereof up to a maximum of \$24 within a calendar day
Sunset Trailhead Lot <i>*Permit holders exempt from fee.</i>	\$ 32 /hour or portion thereof up to a maximum of \$ 2416 within a calendar day

[Amended by Bylaw No. 530]
[Amended by Bylaw No. 544]
[Amended by Bylaw No. 547]
[Amended by Bylaw No. 554]
[Amended by Bylaw No. 563]
[Amended by Bylaw No. 567]
[Amended by Bylaw No. 584]

SCHEDULE 6 – COMMUNITY FACILITY RENTALS

Rental fee includes use of kitchen, tables, chairs and music player.

Description	Fee*
<p>Hall Rental for private events: Examples of use: dances, weddings, ceremonies, etc.</p> <p>Prior day hall rental set-up fee (subject to availability):</p>	<p>\$150 if liquor being served \$110 if no liquor being served \$55</p> <p><i>If event occurs over multiple days, the rate above applies per day</i></p>
<p>Hall Rental for children’s Birthday parties</p>	<p>\$50 per event (maximum 4 hours)</p>
<p>Hall Rental for program use: Examples of use: programs contracted through the Village.</p>	<p>20% of revenue per session, or minimum payment amount of \$40.00 per month, whichever is greater.</p>
<p>Hall Rental for non-profit groups: Community group activities, meeting a maximum of once per week to a maximum of 12 hours per month.</p> <p>Additional fee for events exceeding the maximum</p> <p>Non-profit community groups (single event)</p>	<p>\$25 per month</p> <p>\$25 per event</p> <p>\$25 per event</p> <p><i>This is the fee rate applicable to requests for fee waivers under the Municipal Grant program. Youth must be supervised by an adult while using Village facilities.</i></p>
<p>Meeting Room Rental (accommodates up to 10 persons): Council Chambers (former library)</p>	<p>\$10 per hour (2 hour minimum)</p>
<p>Rental of Tennis Courts for Program Use (max 2 hours per day)</p>	<p>20% of revenue per session or minimum payment amount of \$40.00 per month, whichever is greater.</p>
<p>Cancellation Fee:</p>	<p>Refer to policy: POL-1408 Refunds & Cancellations</p>
<p>Staff Assistance (assemble & disassemble equipment on-site – excluding stage):</p> <p>Stage (assemble & disassemble):</p> <p>Sound System:</p> <p><i>No offsite rental for stage and sound equipment.</i></p>	<p>\$50 set up \$50 take down</p> <p>\$100</p> <p>\$50</p>

<p>Equipment Rental Rates (for off-site use): Table rental Chair rental (No outside use of chairs without explicit written authorization) <i>Equipment not returned within 72 hours will result in forfeiture of deposit.</i></p>	<p>\$10 each \$1 each (\$10 minimum)</p>
<p>Deposit for facility / equipment rental:</p>	<p>\$100 Refundable in accordance with policy POL-1407 Community Facility Rentals. <i>Note: Liability for damage or loss is not limited to the deposit amount.</i></p>

**plus deposit*

[Amended by Bylaw No. 551]
 [Amended by Bylaw No. 554]
 [Amended by Bylaw No. 567]

SCHEDULE 7 – FILMING [to be reviewed with filming policy]

Description	Fee
Filming application fee (non-refundable)	\$300
Filming fees (per day):	
Residential Zone	\$1,000
Commercial Zone	\$500
Additional Location Fees (per day):	
Undeveloped Municipal Land	\$500
Tennis Courts, Wade Park, Trails (eg: Centennial, Pride, Marjorie Meadows)	\$750
Lions Bay Beach Park, Kelvin Grove Beach Park, Brunswick Beach Park/Esplanade	\$1,000
Broughton Hall	\$500
Council Chambers	\$250
Fire Hall (Requires at least one member of LBFR present - Interruptions possible)	\$100/hour
LBFR Training Facility (Requires LBFR personnel on site – minimum number depends on filming activity)	\$100/hour per person
Temporary closure of road (total blockages generally no more than 10 minutes at a time)	\$80/hour (plus costs of certified traffic control company at applicant's expense)
Pyrotechnics Permit (per day)	\$500
Parking fees:	
Car	\$30/day (Completely Electric Vehicles \$0/day)
Truck (includes generator)	\$120/day (Solar/Battery Generators \$0/day)
Filming Liaison	\$80/hour (regular hours)
Public Works Services	\$80/hour per person (regular hours)
Village Manager	\$160/hour (regular hours)
Lions Bay Fire Rescue Services (LBFR)	\$500/hour
Extraordinary Services (Municipal staff call outs outside regular hours or requirement to hire contractor)	Hourly rate x 1.5 or contractor's costs x 1.25
Fire Hydrant Use (only to be operated by Municipal employees)	\$80 per hour - regular hours (7am – 3pm) \$120 per hour (3 hours minimum) outside regular hours
Damage deposit	\$10,000 (refundable)

[Amended by Bylaw No. 554]

[Amended by Bylaw No. 567]

SCHEDULE 8 – FIRE RESCUE / EMERGENCY PERMITS & FEES

Description	Fee
Fire investigation	\$200 per person per hour or portion plus actual site security costs
Fire Safety Plan Review	\$100
Inspection of buildings other than routine inspections (after 2 nd inspection) under the Fire Services Act	\$100
Inspection of buildings other than routine inspections (after 3 rd and subsequent inspection) under the Fire Services Act	\$200
Inspections – special request	\$150
Special events fire permit/inspection	\$100 per person per hour or portion thereof
Fireworks Permit (valid only Oct 31 & New Year’s Eve)	\$50
Cost recovery for work performed in removal or remediation of a fire hazard at or around a building or premises	<p>\$100 per person per hour or portion thereof to cover time plus use of municipal equipment.</p> <p>Actual extra costs for items such as equipment rentals required for clean up or remediation work will also be charged, based on invoices or receipts for materials or equipment.</p> <p>Actual costs of a commercial contractor under contract to the municipality will be charged in addition to a flat fee of \$150 for municipal administration.</p>

**Note: all permits include one inspection*

[Amended by Bylaw No. 567]

SCHEDULE 9 – MEMORIALS AND DEDICATIONS

Description	Fee
Bench Dedication	\$1,500 - \$1,750 includes cost and installation of bench, cost and installation of plaque and ongoing maintenance.

SCHEDULE 10 – GENERAL

Description	Fee
Boat space rental permit at Lions Bay Beach Park	<p>\$125 per calendar year if paid by March 31st \$150 if paid after March 31st, but before May 31st (after May 31st, boat will be seized and removed)</p> <p><i>*If a new boat space is obtained after March 31st, the \$150 permit fee shall be prorated based on the number of months left in the year. No refunds will be issued for permits terminated during the year.</i></p>
Seizure and removal of boat from boat space rental area for failure to pay annual fee by June 1 st .	\$100 plus \$20/day for storage
Sale of seized boat if unclaimed for 120 days after seizure.	\$500 flat fee



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Fees Bylaw No. 497, 2016

Amendment Bylaw No. 584, 2020

Adopted: , 2020

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0

Phone: 604-921-9333 Fax: 604-921-6643

Email: office@lionsbay.ca Web: www.lionsbay.ca

Fees Bylaw No. 497, 2016 Amendment Bylaw No. 584, 2020

The Council of the Village of Lions Bay, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as “Fees Bylaw No. 497, 2016, Amendment Bylaw No. 584, 2020”.
2. Fees Bylaw No. 497, 2016, Amendment Bylaw No. 584, 2020 is hereby amended as follows:
 - (a) In Schedule 2 – Development, Land and Building Services:
 - (i) delete the description of the 4th item which states: “Request for Preliminary Review of Subdivision Development Proposal (Initial Meeting)” and replace it with the following: “Request for Preliminary Review of Development Application Proposal (Initial Meeting)”;
 - (ii) delete the description of the 5th item which states: “Request for Preliminary Review of Subdivision Development Proposal (Preliminary Review Process)” and replace it with the following: “Request for Preliminary Review of Development Application Proposal for Subdivision, Rezoning or OCP Amendment (Preliminary Review Process)”;
 - (iii) delete the item dealing with Damage Deposits and replace it with the following:

<i>A Damage Deposit is required when taking out a Building Permit, or a Demolition Permit, or when performing other works requiring an engineer’s certificate, heavy machinery or materials on Village highways, & without limitation, such as may be relevant to a Soil Deposit/Removal/Land Alteration Permit.</i>	
Damage Deposit (Building Permit): <ul style="list-style-type: none"> • Up to \$10,000 • Up to \$50,000 • Up to \$250,000 • Greater than \$250,000 	\$500 \$1,500 \$3,000 \$5,000
Damage Deposit (Demolition Permit) Portion of a Building	\$3,000 (deposit will be rolled over to cost of Building Permit, once inspection by Public Works has been completed) Fee is proportional to the fee for complete demolition, up to demolition of 74% of a building; full fee payable for demolition of 75% or more of a building.
Other works requiring an engineer’s certificate or heavy machinery or materials on Village Highways	\$3,000
<i>Return of a Damage Deposit requires inspection and approval by the Public Works Manager and, in the case of a Building Permit, an Occupancy Certificate from the Building Inspector.</i>	

(b) In Schedule 5 – Traffic & Parking Fees, under Fees for Metered Parking, Sunset Trailhead, delete the following: “\$2/hour or portion thereof up to a maximum of \$16 within a calendar day” and replace it with “\$3/hour or portion thereof up to a maximum of \$24 within a calendar day.

READ A FIRST TIME **this 28th day of July, 2020**

READ A SECOND TIME **this 28th day of July, 2020**

READ A THIRD TIME **this 28th day of July, 2020**

ADOPTED **this 28th day of July, 2020**

Mayor

Corporate Officer

**Certified a true copy of Fees Bylaw No. 497, 2016,
Amendment Bylaw No. 584, 2020 as adopted.**

Corporate Officer

Intentionally Blank

VILLAGE OF LIONS BAY

Incoming Correspondence - July 28, 2020

General Correspondence:

- G1: J. Lloyd re: pay parking at Sunset Trailhead
- G2: J. Howes re: Parks and Parking restrictions
- G3: Roberts re: towing
- G4: Morra re: Village of Lions Bay Bylaw Complaint
- G5: Premier Horgan re: Mayors and Regional District Chairs
- G6: Mayor and Regional District Chairs re: UBCM
- G7: Woodfibre LNG re: extension request - comment responses
- G8: E. Santas re: parking
- G9 Nelson re: parking restrictions

Resident Correspondence:

- R1: Takhar re: post office
- R2: Andrea B re: Parking on Mountain Dr.
- R3: Enns re: Village parking
- R4: Brown re: traffic calming on Lions Bay Follow Up
- R5: T. Giovanni re: parking ticket
- R6: Kate re: delineator request
- R7: French and Hotte re: parking
- R8: T. Luethy re: parking
- R9: L. Nolin re: parking
- R10: re relaxation of amplication bylaw granted to Craig Doherty
- R11: Simpson re: parking
- R12: M. Gewurz re: beach concerns

From: [Agenda](#)
To: [Lions Bay Office](#)
Subject: Pay parking sunset drive
Date: Wednesday, July 15, 2020 5:40:24 PM

From: Jonathan Lloyd [REDACTED]
Sent: Tuesday, July 14, 2020 11:37 AM
To: Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>
Subject: Re: Fw: Pay parking sunset drive

Hello,

Thank you for your reply and explaining your decision. I can understand why the changes were made; however, I do not necessarily agree with the community's decisions and actions.

Please look into The District/City of North Vancouver and how they managed Mount Fromme and our high volume of mountain bikers. The by-laws and parking at Fromme benefit both residents (myself) and outdoor enthusiasts, without charging them 24\$ or 32\$ to park. This is an example of a "win-win"- it benefits both residents and visitors. I believe Lions Bay failed to achieve this happy medium. I hope you reconsider and revise your decisions accordingly.

Sincerely,

Dr J Lloyd

On Tue, Jul 14, 2020, 10:33 AM Ron McLaughlin <mayor.mclaughlin@lionsbay.ca> wrote:

Good morning Doctor Lloyd.

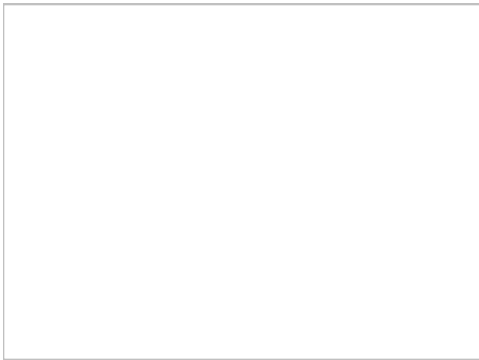
Lions Bay is a friendly and welcoming Community. Visitors to our Village have parking choices. Please refer to the Mayor's Message I sent to the Community two weeks ago.

<https://www.youtube.com/watch?v=1dJuPDKREMO>

[VoLB Mayor's Message - June 26, 2020](#)

VoLB Mayor's Message - June 26, 2020

www.youtube.com



As indicated in my message to the Community there are options for hikers rather than using the small Sunset lot. If our beach lots were open the hourly meter rate would be \$4/hour or \$32 a day. Last year our Sunset and beach lots were full during peak periods and most summer week ends, reflecting the desirability and convenience of the locations and that visitors were prepared to pay for it. Council sets the rates in their fee Bylaw. Reflecting my Community's desires, I don't project any change to parking availability, costs to park if applicable, or fines and enforcement occurring any time soon.

I hope you enjoy your next visit to Lions Bay and avail yourself of the many free parking opportunities.

Regards,

Ron McLaughlin

Mayor

The Village of Lions Bay

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada
Tel: (604) 921-9333 | Cell: (604) 353-7138 | www.lionsbay.ca

This email is intended only for the persons addressed and may contain confidential or privileged information. If you received this email in error, it'd be appreciated if you'd notify the sender and delete it. Statements and opinions herein are made by their authors in a personal capacity, and are not binding on the Municipality of the Village of Lions Bay ("Municipality") until contracted. This email is the property of the Municipality and may not be reproduced or further disseminated in whole or part without the Municipality's consent. It may be exempt from disclosure under the British Columbia Freedom of Information and Protection of Privacy Act and other freedom of information or privacy legislation, and no admissible disclosure of this email can be made without the consent of the Municipality.

From: Jonathan Lloyd [REDACTED]
Sent: Saturday, July 11, 2020 8:31 PM
To: Council <council@lionsbay.ca>; Agenda <agenda@lionsbay.ca>
Subject: Pay parking sunset drive

Dear Mayor and Council,

I have been parking and hiking from Lions Bay for over a decade. It has come to my attention that paid parking is now enforced at Sunset drive. I can understand why it's put in place; however, 3\$ an hour at a trailhead who's hikes take 8 hours (24\$ to park) it is treading on mean spirited and greedy. There are many respectful outdoor enthusiasts who have maintained and enjoyed trails in cypress park and lions bay for decades and now are being charged \$24 to go for a hike. Can you please kindly explain who decided on these parking measures and (unfair) rates? Why they were put in place? Will they ever be changed or eliminated? I think a more tenable solution is needed to accommodate the outdoor community in Lions Bay, a parking meter is certainly not a solution, it's a deterrent. I look forward to hearing from you and your thoughts on this matter and any constructive solutions you may have to offer.

Sincerely,

Dr J Lloyd

From: [Lions Bay Office](#)
To: [Lions Bay Office](#)
Subject: FW: Feedback re. Parks and Parking Restrictions
Date: Friday, July 24, 2020 3:31:48 PM
Attachments: [image001.png](#)

From: Peter DeJong
Sent: Thursday, July 23, 2020 11:55 PM
To: James Howes [REDACTED]
Subject: RE: Feedback re. Parks and Parking Restrictions

Hello James:

Sorry for the delayed response but Lions Bay Beach Park is a very small municipal park. It is not a Provincial Park, 165 of which are still not open including:

Popular BC Parks NOT Open

- Garibaldi Provincial Park
- Joffre Lakes Provincial Park
- Stawamus Chief Provincial Park

Other Items of Note

- BC Parks is prioritizing the re-opening of parks that allow for physical distancing and maintenance of service levels.
- Respect signage for facilities and trails that maybe closed.

Changes to parks may include:

- Parking and bike racks may be limited to control capacity (for example at Murrin Park outside Squamish).

Even Stanley Park has closed its parking lots to visitors as a control measure. And the Province is certainly not encouraging British Columbians to inundate small rural communities – in fact, the Premier has been quite emphatic in his messaging that people need to respect the concerns of smaller communities. The Restart website itself reinforces this message: “Some towns, communities and regions who rely on tourism are eager to welcome B.C. visitors with safety measures in place. *Others might be hesitant to welcome outside visitors this summer and people need to respect that.*” (*emphasis added*).

Last weekend the sunny weather and warm temperatures did result in Lions Bay being inundated and there were too many people to maintain physical distancing in the park. It became uncomfortable for many who chose to leave in order to avoid the risks. I know that we were not the only place to be swarmed – there were stories of overcapacity everywhere and “we’ve never seen it like this before” was a phrase heard and read often in the past few days from many places throughout the Metro area and up the Sea to Sky corridor. Under the current circumstances your past experience at our park is not necessarily valid and we’re asking that all people respect the measures we have implemented to try and keep our visitation numbers manageable. Obviously we

don't have big grocery stores and hospitals in our tiny village so your juxtaposition of these services in the urban areas of Metro is extraneous. If you want to come, please consider using transit or be prepared for parking challenges.

Peter DeJong, BA, LLB, CRM
Chief Administrative Officer

The Municipality of the Village of Lions Bay www.lionsbay.ca
PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0 , Canada
Village Office (604) 921-9333 | Fax (604) 921-6643

This email is intended only for the persons addressed and may contain confidential or privileged information. If you received this email in error, it'd be appreciated if you notify the sender and delete it. Statements and opinions herein are made by their authors in a personal capacity, and are not binding on the Municipality of the Village of Lions Bay until contracted. Be aware that this email is the property of the Municipality and may not be disseminated in whole or part without consent. This email may be exempt from disclosure under the British Columbia Freedom of Information and Protection of Privacy Act and other freedom of information or privacy legislation, and no admissible disclosure of this email can be made without the consent of the Municipality. Conversely, be aware that any response to the sender may be subject to disclosure under a freedom of information request.

From: James Howes [REDACTED]
Sent: Wednesday, July 8, 2020 12:55 PM
To: Peter DeJong <cao@lionsbay.ca>
Cc: Council <council@lionsbay.ca>
Subject: RE: Feedback re. Parks and Parking Restrictions

Hi Peter,

I do appreciate the detailed response. I do however want to emphasize a couple of points here – BC Parks re-opened on May 14 and with the province in Phase 3 authorities are now encouraging BC residents to use these and travel throughout the province.

Meanwhile in Lions Bay the signage is prominent and widespread – “residents and permit holders only.” The beach parking is blocked off, with cement barricades! The stance is clear and overt.

We have been to the Beach countless times on weeknights or on weekends and I'd have to disagree with you – I don't think I've ever seen 100+ people on the Beach. We've probably been there 50 times in the last 2 years.

While there may be 25 spots, some users come by themselves; others use the parking for the marina or to access Kelvin Grove and other spaces in the area. The small parking lot keeps the Beach numbers tight even when open. I've never seen the Beach Park so busy you can't socially distance – there isn't enough parking to support that.

You are closing off the facilities to non-residents and it's clear/evident. Meanwhile Lions Bay residents depend on West and North Van for everything:

- Food and groceries
- Hospitals, health care and other services
- Essentially everything outside of small supplies from the local shops

Restaurants, cafes retail stores, even movie theatres are open throughout the province.

Please review and discuss with the council.

Thanks,

James.

From: Peter DeJong <cao@lionsbay.ca>
Sent: Monday, July 6, 2020 6:06 PM
To: James Howes [REDACTED]
Cc: Council <council@lionsbay.ca>
Subject: Feedback re. Parks and Parking Restrictions

Dear Mr. Howes:

Thank you for your feedback appended below. The Village of Lions Bay response to the COVID-19 pandemic has been careful and measured based upon the advice of Public Health Authorities and the tight, constrained spaces in Lions Bay available for recreation. At the beginning, when the public was being directed to stay close to home and recreate within one's own community, we shut down our parks and parking lots as a means of limiting the number of people coming to the Village contrary to Provincial advice – the Ministry of Transportation and Infrastructure and Recreation Sites and Trails BC (which is responsible for the Lions Trail and others in the alpine above us) supported us in our efforts. While trails and beaches remained open, our parks and parking lots were not available for residents any more than for non-residents.

As the Province started to gradually transition to the next phase of Restart BC, Council took the step of re-opening the Sunset Trailhead parking lot the week of June 23rd, which is free until the meter gets installed in mid-July. At that point, we also loosened the parking restrictions on Oceanview Drive and Mountain Drive, where many hikers also park, and requested that the school district re-open their lower parking lot as overflow for hikers, which they also did that week at the end of the school year.

On Canada Day, we re-opened our Lions Bay Beach Park, *subject to our ability to restrict the number of patrons in the park at any given time*. As I'm sure you're aware, there are restrictions on gatherings of more than 50 people except to the extent additional persons can be accommodated through maintenance of physical distancing requirements. As required by WorkSafeBC, Staff undertook a careful assessment of all its facilities, including the main beach park, and determined that in order to maintain physical distancing, the maximum occupancy of the park would need to be set at 100. In pre-pandemic times, on a sunny weekend, as I'm sure you'll be aware, the park would experience significantly higher traffic than 100 persons at a time, which resulted in crowded conditions then, let alone what is acceptable now from a health and safety perspective.

The parking lot across the train tracks from the Lions Bay Beach Park holds 25 vehicles. In times of normal operations, that lot would be full to overflowing with visitors by noon or earlier on sunny

weekends even at \$32/day for metered parking. Most vehicles would arrive with a group of friends or family of 4 (or more). I'm sure you can do the math. I don't believe any municipality in the Province with a community park would operate it to the *exclusion* of their own residents. Other parks on the North Shore and throughout the Lower Mainland (eg: Metro Regional Parks) are much larger and capable of hosting hundreds, or even thousands in the case of Stanley Park for example, while still maintaining physical distancing requirements. Our little park, while idyllic, is postage stamp sized by comparison.

Compounding our challenges this summer, we have a Waste Water Treatment Plant replacement project going on at the entrance to the Kelvin Grove Beach Park which has effectively closed that park for the summer. The 3rd beach available in our community is Brunswick Beach. It is a longer beach than the one in front of the Lions Bay Beach Park but the roads were built for summer cottage use almost a hundred years ago and there's nowhere to turn around let alone park. You can, however, access it or the main beach park, or hiking, via Translink and the Lions Bay shuttle bus connection at Horseshoe Bay. Be forewarned though, the south end of Brunswick Beach is generally "clothing optional".

Lions Bay residents do not claim any sort of exclusive right to use the beaches and trails in the area and are fortunate to have beaches and hiking in their back yards, but the whole community is situated on an extremely limited land base (one of the smallest in BC) which did not have the benefit of planning for any purpose other than residential even as recently as the 60s, 70s and 80s. Those developers certainly never foresaw the day when social media would attract so many people to tiny, out of the way places like Lions Bay. We have taken great pains over the last few years to progressively expand parking opportunities for visitors and share with a positive attitude the natural amenities we've been blessed with while trying to mitigate the substantial impacts such traffic has on our residents. Similarly, we appreciate that other communities around the region share their generally larger natural amenities, although I note that there are certainly similar types of issues which have cropped up in various other locations.

At the end of the day James, we are trying our best to accommodate the public (both visitors and residents) in very constrained spaces in the middle of a pandemic. I appreciate that you and your family enjoy our little beach park and maybe the bus is the way for you to do so to avoid the headache of trying to find an available public parking spot from our limited supply. But be prepared to wait in line if it's a nice day and we have reached our threshold, just like you would have to do at the grocery store. Maybe this is the time for you and your family to find another hidden gem in the region and come back to Lions Bay next year when, hopefully, things are back to normal and you can fight with the rest of the crowds for a patch of grass 😊.

Thank you for providing us with important feedback - it is appreciated. Please let me know if you have any other questions with which I can assist.

Peter DeJong, BA, LLB, CRM
Chief Administrative Officer

<http://www.lionsbay.ca/>" style='position:absolute;margin-left:0;margin-top:0;width:98.3pt;height:49.45pt;z-index:-251657216;visibility:visible;mso-wrap-style:square;mso-width-percent:0;mso-height-percent:0;mso-wrap-distance-left:9pt;mso-wrap-distance-top:0;mso-wrap-distance-right:9pt;mso-wrap-distance-bottom:0;mso-position-horizontal:left;mso-position-horizontal-relative:text;mso-position-vertical:absolute;mso-position-vertical-relative:text;mso-width-percent:0;mso-height-percent:0;mso-width-relative:page;mso-height-relative:page' o:allowoverlap="f" o:button="t"> **The Municipality of the Village of Lions Bay** www.lionsbay.ca
PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0 , Canada
Village Office (604) 921-9333 | Fax (604) 921-6643


This email is intended only for the persons addressed and may contain confidential or privileged information. If you received this email in error, it'd be appreciated if you notify the sender and delete it. Statements and opinions herein are made by their authors in a personal capacity, and are not binding on the Municipality of the Village of Lions Bay until contracted. Be aware that this email is the property of the Municipality and may not be disseminated in whole or part without consent. This email may be exempt from disclosure under the British Columbia Freedom of Information and Protection of Privacy Act and other freedom of information or privacy legislation, and no admissible disclosure of this email can be made without the consent of the Municipality. Conversely, be aware that any response to the sender may be subject to disclosure under a freedom of information request.

Sent: Monday, July 6, 2020 4:21 PM
To: Lions Bay Reception <reception@lionsbay.ca>
Subject: Form submission from: Feedback Form

SUBMITTED ON MONDAY, JULY 6, 2020 - 16:21

SUBMITTED BY ANONYMOUS USER: 

SUBMITTED VALUES ARE:

FULL NAME JAMES HOWES
EMAIL ADDRESS 
YOUR FEEDBACK
HI THERE,

I'M A NORTH VANCOUVER RESIDENT AND AM WANTING TO EMAIL FEEDBACK ABOUT THE PARK CLOSURES.

BASED ON DR BONNIE HENRY'S RECOMMENDATION FOR TRAVEL WITHIN THE PROVINCE AND BC OFFICIALLY BEING IN PHASE 3 OF THE RESTART PLAN, I QUESTION THE FAIRNESS OF LIONS BAY'S POLICY IN KEEPING NON-RESIDENTS COMPLETELY OUT WITH PARKING ESSENTIALLY ELIMINATED.

WE ARE A YOUNG FAMILY AND HAVE FREQUENTED LIONS BAY BEACH IN THE PAST -

ITS OUR FAVOURITE BEACH IN THE AREA AND WE ARE GENERALLY THERE EVERY WEEK IN SUMMER. WE USE THE GENERAL STORE FOR FOOD AND SNACKS AND HAVE ALWAYS PAID FOR PARKING IN THE LOTS. BY HAVING PARKING COMPLETELY CLOSED WE HAVE EFFECTIVELY BEEN SHUT OUT OF USING THE BEACH. MY WIFE AND I ALSO HIKED BRUNSWICK MOUNTAIN & TUNNEL BLUFFS RECENTLY AND FOUND PARKING INCREDIBLY DIFFICULT AND NOTICED MANY BY-LAW TICKETS VISIBLY ISSUED IN THE AREA, WHERE SEVERAL KEY HIKES ARE ACCESSED (LIONS, BRUNSWICK, TUNNEL BLUFFS).

LIONS BEACH RESIDENTS, HOWEVER, ARE FREE TO FREQUENT/VISIT NATURAL AREAS IN NORTH AND WEST VANCOUVER WITHOUT RESTRICTIONS. THEY ARE ALSO FREE TO USE SHOPPING FACILITIES IN BOTH CITIES THAT THE RESIDENTS NEED AND RELY UPON.

WHILE I UNDERSTAND WE ARE IN A PANDEMIC, WE ARE ALSO IN PHASE 3 - AND IT HAS BEEN REINFORCED BY DR HENRY THAT TRANSMISSION OF COVID19 IS HIGHLY UNLIKELY IN OUTDOOR SETTINGS AND ESPECIALLY IN NATURE WHERE DISTANCING IS EASY TO MANAGE. ALL OF LIONS BAY'S FACILITIES FALL IN THIS CAMP, IN MY OPINION. THE BEACH SPECIFICALLY IS RARELY BUSY ENOUGH THAT DISTANCING WOULD BE AN ISSUE AND ESPECIALLY WITH THE LIMITED PARKING WHEN AVAILABLE. LIKewise FOR THE HIKING TRAILS.

THE LIONS BAY NATURAL RESOURCES ARE NOT OWNED BY THE RESIDENTS - THEY ARE PUBLIC SPACES. LIKewise, WE IN NORTH VAN DON'T 'OWN' OUR NATURAL RESOURCES AND LOCAL FACILITIES INCLUDING SHOPPING CENTRES AND HEALTH CARE FACILITIES TO NAME A COUPLE - THAT YOU DEPEND UPON. YOU ARE WELCOME HERE, ESPECIALLY IF YOU CAN RESPECT PEOPLE'S SPACE AND FOLLOW THE PROVINCIAL GUIDELINES. LIONS BAY IS A SMALL MUNICIPALITY THAT DEPENDS ON PROVINCIAL AND FEDERAL FUNDING AND AS A TAXPAYER WHO PAYS A FAIRLY HEFTY TAX BILL EACH YEAR I FIND THE AGGRESSIVE STANCE OF COVID19 IN LIONS BAY AS UNFAIR AND UNJUST. I AM SURE THAT THE PLANNED BEACH IMPROVEMENT PLAN WILL FURTHER DEPEND ON TAX PAYER CONTRIBUTIONS AND WILL NOT BE FULLY FUNDED BY LOCAL RESIDENTS.

IN ONE MIND I WANT TO START A PETITION AND CAMPAIGN ABOUT THESE

CLOSURES; BUT IN ANOTHER MIND I DO NOT WANT TO BRING TOO MUCH ATTENTION TO THE COMMUNITY AND PUBLIC SPACES.

I'D LIKE YOU TO RECONSIDER THE PLAN IN PLACE IN THE GREATER CONTEXT HERE AND DO THE RIGHT THING FOR LOCAL RESIDENTS THAT SIMPLY WISH TO ENJOY THE LOCAL BEAUTY THAT THE AREA HAS TO OFFER, AND THE PUBLIC SPACES WITHIN.

I WOULD APPRECIATE A RESPONSE, THANK YOU FOR YOUR CONSIDERATION.

KIND REGARDS,

JAMES HOWES.

THE RESULTS OF THIS SUBMISSION MAY BE VIEWED AT:



From: [Ron McLaughlin](#)
To: [Agenda: Peter DeJong](#)
Subject: Fw: Cars Towed from isolated area a Public Safety Risk - Brunswick Lions Bay
Date: Thursday, July 2, 2020 1:44:16 PM

Hi Karla. Please add this to the end of July meetings' correspondence. Thank you.

Ron McLaughlin

Mayor

The Village of Lions Bay

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada

Tel: (604) 921-9333 | Cell: (604) 353-7138 | www.lionsbay.ca

This email is intended only for the persons addressed and may contain confidential or privileged information. If you received this email in error, it'd be appreciated if you'd notify the sender and delete it. Statements and opinions herein are made by their authors in a personal capacity, and are not binding on the Municipality of the Village of Lions Bay ("Municipality") until contracted. This email is the property of the Municipality and may not be reproduced or further disseminated in whole or part without the Municipality's consent. It may be exempt from disclosure under the British Columbia Freedom of Information and Protection of Privacy Act and other freedom of information or privacy legislation, and no admissible disclosure of this email can be made without the consent of the Municipality.

From: Elise Roberts [REDACTED]
Sent: Wednesday, July 1, 2020 5:07 PM
To: Council <council@lionsbay.ca>
Cc: Peter DeJong <cao@lionsbay.ca>; Minister.Transportation@gov.bc.ca <Minister.Transportation@gov.bc.ca>; DeputyMinister.Transportation@gov.bc.ca <DeputyMinister.Transportation@gov.bc.ca>; TRAN.WEBMASTER@gov.bc.ca <TRAN.WEBMASTER@gov.bc.ca>
Subject: Cars Towed from isolated area a Public Safety Risk - Brunswick Lions Bay

To Mayor and Council:

Could you please offer some clarity as to where is the designated free parking at the **northbound Brunswick interchange** from your web site? It is very unclear.

<https://www.lionsbay.ca/community/parking>

"If you are visiting Brunswick Beach, you need to park above the highway where the Ministry of Transportation and Infrastructure has designated free parking at the northbound Brunswick interchange. *Do not park on the on/off ramps or on the highway shoulder as you will be ticketed and towed."

I take public transit. However, I witnessed on Monday cars being towed from Brunswick Road in Lions Bay at approximately 6 p.m. I was concerned about the safety of the families whose cars were being towed since some may have had **No Other Transportation Alternative** from an isolated area.

Towing of cars from an isolated area = a public safety risk.

The last bus from Brunswick to Horseshoe Bay is 7:30 p.m. other than Friday night. Therefore people would have no public transit transportation option to get home.

If their wallets or cell phones were left in their cars, they would be asking the residents of Brunswick if they could camp overnight on their lawns or camp at the Beach. Beg for water and sleeping bags perhaps?

People would have to walk along the busy and dangerous highway, some with kids, at night to Lions Bay to find a place to make a phone call.

Without funds, a taxi to the Payless Towing business in North Vancouver about what 40 km away would be impossible.

I suggest that the Village of Lions Bay and the Village of Brunswick is the most unfriendly, unwelcoming community in our Province. Lions Bay and Brunswick Village are the only communities in the entire Province that has never had visitor parking even before Covid-19. It is outright shameful that these people were towed from this isolated area.

You do not own Howe Sound. This paradise is for the enjoyment of all British Columbians not just for those who can afford it.

Thank you,
Elise Roberts-Public Transit User

From: [REDACTED]
To: [Ron McLaughlin](#)
Cc: [Peter DeJong](#); [Agenda](#); [Council](#)
Subject: Re: Village of Lions Bay Bylaw Complaint
Date: Tuesday, June 30, 2020 10:21:57 AM

Hi Ron,

I emailed you with regards to a specific bylaw, and what I received was a paternalistic response about my **'self inflicted issues'** telling me to pack a charger and a pen and paper. I can assure you that this egregious \$200 parking ticket was inflicted by whoever allowed this bylaw to pass.

I am still unsure how a bylaw was passed allowing people to be fined this amount. It's simply unacceptable. It's 4x the amount of a ticket in the City of Vancouver.

While the race and income of Lion's Bay residents has nothing to do with **my** lack of judgment, it clearly has a great deal to do with your lack of judgment and oversight in this matter. It's quite frankly ignorant and offensive for an entirely white privileged mayor and council to dismiss my comment about privilege in a bullet point. I hope you see that. Look at the world around you.

I have spoken to people in the Village of Lion's Bay and I know that they also find this issue concerning. I do not see the root of the issue addressed in any way in your email.

Places like Brunswick Beach and the surrounding trails are not owned by the wealthy upper class that live on Brunswick Beach Road. The amount of no parking signs is quite frankly excessive and unwarranted. As is being fined \$200 for "inconveniencing" the people who live along this stretch of road.

How is it that Mayor and Council have allowed this to come to pass? I can't imagine that this is the wish of the vast majority of people in Lion's Bay, and if it is, it's still problematic that a wealthy few should have this amount of power.

Can you please address the nepotism at play here?

Thank you,

John Morra

MRM Candidate | Climate, Oceans, and Paleo-Environments Lab
School of Resource & Environmental Management
Simon Fraser University

[REDACTED]

I respectfully acknowledge that I work, live, and play in the traditional territories of the x^wməθkwəy̓əm (Musqueam), Skwxwú7mesh (Squamish) and Səḵḵwəḵwəḵ (Tsleil-Waututh) Nations

From: Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>
Sent: June 29, 2020 10:25:27 AM
To: John Morra
Cc: Peter DeJong; Agenda
Subject: Village of Lions Bay Bylaw Complaint

Dear Mr. Morra:

Your letter is attached for ease of quick reference. Addressing your self inflicted issues first:

- Bringing a power cord or having a fully charged phone when someone else is dependent on you for transportation is your personal responsibility.
- You didn't bother to leave a note indicating you were just picking someone up from the beach and would be right back.
- Race and/or income of Lions Bay residents has nothing to do with your lack of judgement.
- Next time plan ahead, or make an effort if you park improperly to indicate you recognize what you are doing, why, and the anticipated brevity of the situation. I know our Bylaw Officers would be sympathetic.

Most Villagers receive and open our electronic weekly newsletter. Hard copies are available at our post office. I mention this by way of saying our residents are very well informed. I frequently address my Community. You will find the content of my video and other data in my Mayor's Message today addresses your statements and questions.

I hope your next visit to our Community will be a more pleasant experience.

Ron McLaughlin

Mayor

The Village of Lions Bay

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada

Tel: (604) 921-9333 | Cell: (604) 353-7138 | www.lionsbay.ca

This email is intended only for the persons addressed and may contain confidential or privileged information. If you received this email in error, it'd be appreciated if you'd notify the sender and delete it. Statements and opinions herein are made by their authors in a personal capacity, and are not binding on the Municipality of the Village of Lions Bay ("Municipality") until contracted. This email is the property of the Municipality and may not be reproduced or further disseminated in whole or part without the Municipality's consent. It may be exempt from disclosure under the British Columbia Freedom of Information and Protection of Privacy Act and other freedom of information or privacy legislation, and no admissible disclosure of this email can be made without the consent of the Municipality.

From: The Village of Lions Bay <epost@lionsbay.ca>
Sent: Friday, June 26, 2020 4:55 PM
To: Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>
Subject: Village Update



July 2, 2020

Dear Mayors and Regional District Chairs:

My caucus colleagues and I are looking forward to connecting with you all again at this year's Union of British Columbia Municipalities (UBCM) Convention, being held virtually from September 22-24.

UBCM provides a wonderful opportunity to listen to one another, share ideas, and find new approaches to ensure our communities thrive. With local, provincial, federal, and First Nations governments working together, we can continue to build a better BC.

If you would like to request a meeting with a Cabinet Minister or with me as part of the convention, please note that due to the abbreviated format this year, these meetings will likely be scheduled outside of the regular program dates. To make your request, please register online at <https://ubcmreg.gov.bc.ca/> (live, as of today). Please note that this year's invitation code is **MeetingRequest2020** and it is case sensitive. If you have any questions, please contact UBCM.Meetings@gov.bc.ca or phone 250-213-3856.

I look forward to being part of your convention, meeting with many of you, and exploring ways that we can partner together to address common issues.

Sincerely,

A handwritten signature in blue ink that reads "John J. Horgan".

John Horgan
Premier



July 2, 2020

Ref: 255149

Dear Mayors and Regional District Chairs:

In this unprecedented time, I believe it is more important than ever that we continue to connect and work together. I have deeply appreciated our calls throughout the pandemic and hearing directly from you about how you are supporting your communities, and how we can support you. Your feedback has been invaluable and has informed our government's responses to COVID-19 as we all work together to keep the people of British Columbia safe.

While this year's UBCM Convention will be different in many ways, I am looking forward to the opportunity for all of us to come together and to spend time discussing the needs of your community.

I am writing to provide you with some initial information regarding the process for requesting a meeting with me during the UBCM Convention, taking place this year from September 22 to 24, 2020.

As the UBCM Convention for 2020 will be held in a virtual and abbreviated format, Provincial Government meetings will be held by conference call and will likely occur outside of the shortened program to allow delegates to fully focus and participate in the Convention.

You will receive a separate letter from the Honourable John Horgan, Premier, containing information about the online process for requesting a meeting with the Premier or other Cabinet Ministers.

If you would like to indicate your interest in meeting with me around Convention time, please complete the online request form at: [MAH Minister's Meeting](#) and submit it to the Ministry of Municipal Affairs and Housing before **August 4, 2020**. Meeting times and dates will be confirmed by early September. In the event that I am unable to meet with you, arrangements may be made for a meeting post-Convention.

To get the most out of your delegation's meeting with me, it continues to be helpful for you to provide as much detail as possible on the topic you wish to discuss in the online form. Providing this information in advance gives me a better understanding of your delegation's interests and helps us to make progress on delivering for the people of your community.

Regarding staff meetings, ministry staff will email you shortly with the Provincial Appointment Book. This document lists all government, agency, commission and corporation staff expected to be available to meet with delegates around Convention time, as well as details on how to submit an online staff meeting request.

.../2

Mayors and Regional District Chairs

Page 2

This year's UBCM will be my fourth Convention as Minister responsible for local government, after four years attending as the opposition spokesperson for local government and four years of attending as a City Councillor, and I believe this will be the most important Convention yet. The pandemic has shown how important governments are in keeping people healthy and safe, and all of the work that local governments do for the benefit of British Columbians. As we move forward with restarting B.C., I am looking forward to hearing more about your communities and exploring ways we can continue to work together to make life better for British Columbians, now and for the future.

Sincerely,

A handwritten signature in blue ink, appearing to read 'S. Robinson', enclosed in a thin black rectangular border.

Selina Robinson

Minister

pc: Honourable John Horgan, Premier
Her Worship Mayor Maja Tait, President, Union of BC Municipalities

From: [Peter DeJong](#)
To: [Lions Bay Office: Agenda](#)
Cc: [Council: ruthsimonslb@gmail.com](#)
Subject: FW: Woodfibre LNG - Extension Request - Comment Responses
Date: Friday, July 3, 2020 5:58:03 PM
Attachments: [WLNG Extension Review Responses-20200703.pdf](#)

Hello All:

Please see the attached responses to comments re. WLNG Extension Request Review.

Peter DeJong, BA, LLB, CRM
Chief Administrative Officer

The Municipality of the Village of Lions Bay www.lionsbay.ca
PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0 , Canada
Village Office (604) 921-9333 | Fax (604) 921-6643

This email is intended only for the persons addressed and may contain confidential or privileged information. If you received this email in error, it'd be appreciated if you notify the sender and delete it. Statements and opinions herein are made by their authors in a personal capacity, and are not binding on the Municipality of the Village of Lions Bay until contracted. Be aware that this email is the property of the Municipality and may not be disseminated in whole or part without consent. This email may be exempt from disclosure under the British Columbia Freedom of Information and Protection of Privacy Act and other freedom of information or privacy legislation, and no admissible disclosure of this email can be made without the consent of the Municipality. Conversely, be aware that any response to the sender may be subject to disclosure under a freedom of information request.

From: Carter, Lori EAO:EX [mailto:Lori.Carter@gov.bc.ca]
Sent: Friday, July 3, 2020 5:32 PM
To: XT:Friedrich, Hardy GCPE:IN <Hardy.Friedrich@bcogc.ca>; GBuxton@squamish.ca; chelsey.cameron@canada.ca; kathryn.marshall@canada.ca; kenneth.law@canada.ca; yota.hatziantoniou@canada.ca; Fradley, Adria N ENV:EX <Adria.Fradley@gov.bc.ca>; Hoffman, Edward A ENV:EX <Edward.Hoffman@gov.bc.ca>; Peyman, Hurrian ENV:EX <Hurrian.Peyman@gov.bc.ca>; Gabriel, Jasmin ENV:EX <Jasmin.Gabriel@gov.bc.ca>; Orellana, Andrea ENV:EX <Andrea.Orellana@gov.bc.ca>; Van Reeuwijk, Amy ENV:EX <Amy.VanReeuwijk@gov.bc.ca>; McCrone, Alistair FLNR:EX <Alistair.McCrone@gov.bc.ca>; Coburn, David FLNR:EX <David.Coburn@gov.bc.ca>; Paradine, Dennis FLNR:EX <Dennis.Paradine@gov.bc.ca>; DeGagne, Frank FLNR:EX <Frank.DeGagne@gov.bc.ca>; Brewer, Gary FLNR:EX <Gary.Brewer@gov.bc.ca>; LaFontaine, Jeremy S FLNR:EX <Jeremy.LaFontaine@gov.bc.ca>; Scharf, Peter FLNR:EX <Peter.Scharf@gov.bc.ca>; Davies, James W FLNR:EX <James.Davies@gov.bc.ca>; Shrimmer, Jacquelyn FLNR:EX <Jacquelyn.Shrimmer@gov.bc.ca>; Sutherland, Barbara FLNR:EX <Barbara.Sutherland@gov.bc.ca>; Bernhard, Stephan FLNR:EX <Stephan.Bernhard@gov.bc.ca>; Lachmuth, Cara HLTH:EX <Cara.Lachmuth@gov.bc.ca>; Russo, Geneen HLTH:EX <Geneen.Russo@gov.bc.ca>; Smith, Alanya C IRR:EX <Alanya.Smith@gov.bc.ca>; Puggioni, Giovanni IRR:EX <Giovanni.Puggioni@gov.bc.ca>; Nichols, Kris MAH:EX <Kris.Nichols@gov.bc.ca>; ruthsimonslb@gmail.com; Peter DeJong <cao@lionsbay.ca>; jessica.coulson@canada.ca; CDewar@slrd.bc.ca; KNeedham@slrd.bc.ca; AMacKay@slrd.bc.ca; XT:Olmstead, Steven Squamish-Lillooet Regional District EAO:IN <solmstead@slrd.bc.ca>; trainbow@slrd.bc.ca; Peter_Baker@squamish.net; ian_campbell@squamish.net;

tgray@pggroup.com; abruce@ratcliff.com; jsteele@twnation.ca; bjohn@twnation.ca;
Dan.Glover@vch.ca; Czernick, Greg G TRAN:EX <Greg.Czernick@gov.bc.ca>; joanne.kwok@tc.gc.ca;
bbrokenshire@bimbc.ca; sidsinga@bimbc.ca; imatthews@westvancouver.ca; Dave.Pady@scrd.ca
Cc: Hoyle, Meaghan EAO:EX <Meaghan.Hoyle@gov.bc.ca>; Dowling, Alaina EAO:EX
<Alaina.Dowling@gov.bc.ca>

Subject: Woodfibre LNG - Extension Request - Comment Responses

Good afternoon,

Please find attached the responses to the comments received from the Woodfibre LNG extension request process. If there are any major concerns or key issues outstanding that you would like to bring to our attention, please let us know in the next couple weeks. We will also be reviewing proponent responses and anticipate being able to share the draft report towards the end of July. We will let you know of any timing changes, as we get closer.

If there are changes to your role, contact information, or ability to participate in the working group, please let us know so we can update our files.

Thank you, in advance.

Lori

Lori Carter | Project Assessment Officer
Environmental Assessment Office
Government of British Columbia
Phone: (778) 698-5093 | Cell: (250) 886-5879
Email: lori.carter@gov.bc.ca

"The EAO respectfully acknowledges that it carries out its work on the traditional territories of Indigenous nations throughout British Columbia."

Comment #	TAC Member	Category/Theme of Comment	Comment/ Issue Description	Woodfibre LNG Response	EAO Response
1	BC Oil and Gas Commission	General	Thank you for the opportunity to review Woodfibre LNG's extension request. The BC Oil and Gas Commission does not have any comments on this application.	Woodfibre LNG appreciates the BC Oil and Gas Commission's review of the EAC extension application and notes that no comments were provided.	
2	Bowen Island Municipality	Project Delay Page 1 & 2, Section 1.1&1.2	Woodfibre LNG knew that they were purchasing a contaminated site and were aware of the pre-construction requirements for clean-up ^{1,2} . It is not necessarily a valid reason for an extension. Inadequate planning by the proponent should not form the basis for authorizing an extension. Please also refer to the Technical Review Comment Tracking Memo (included on Memo section Page 7).	As described in the EAC extension application, Woodfibre LNG has spent \$13 million to date on clean up and remediation activities, including but not limited to, the removal of historic marine infrastructure (wharfs and other pile-supported structures), removal of greater than 4000 creosote piles from the marine environment and the ongoing removal and recycling of historic concrete slab foundations. With over 100 years of industrial use, unreported and thus unanticipated hazards have increased the scope of previously anticipated works and are taking longer than anticipated to complete. For example, upon removal of known concrete slabs along the surface of the site, several instances of unmapped and unanticipated subsurface concrete slabs were discovered buried beneath the surface slabs. Discovery of these subsurface slabs increased the scope and associated cost of historic concrete slab removal required to reclaim the site to a standard suitable for future installation of the LNG Facility.	
3	Bowen Island Municipality	Project Delay Page 2, Section 1.1	COVID 19 related justifications should not form the basis for authorizing an extension as it is unclear if the COVID 19 pandemic contributed to the project delay.	As described in the EAC extension application, COVID-19 has caused delays at our vendor's manufacturing facilities and fabrication yards in China for our specialized equipment and modules; however, the precise schedule implications remain unclear at this time.	
4	Bowen Island Municipality	Project Delay/Advancing the Project Page 3, Section 1.2	There were issues identified in the initial Technical Review related to consultation (see Appendix 1 – comments about insufficient public consultation on Bowen Island). Part of the issue with consultation was the reluctance of Woodfibre LNG to change initial plans for the sea water cooling system even with strong opposition from the majority of the Technical Working Group, First Nations, and other Stakeholders. This opposition was known early in the initial review process. Woodfibre LNG is citing project scope/components changes as a reason for delay. In fact, this unwillingness to engage in a comprehensive way and adjust the project early on to reflect and address extensive concern and feedback should not form the basis for authorizing an extension. It is debatable whether Woodfibre LNG's reconsideration of sea water cooling can be considered a project advancement?	As described in the EAC extension application, Woodfibre LNG was required to compare the environmental effects associated with alternative and varying cooling technologies as a condition of the Project's Squamish Nation Environmental Assessment Agreement (SNEAA). On 19 October 2016, after careful consideration and discussion of the alternatives, the Squamish Nation required Woodfibre LNG to employ air cooling technology as opposed to the originally proposed sea-water cooling technology. Woodfibre LNG considers completion of this process with Squamish Nation and the corresponding EAC amendment to include air cooling technology as essential in advancing the Project.	

Comment #	TAC Member	Category/Theme of Comment	Comment/ Issue Description	Woodfibre LNG Response	EAO Response
5	Bowen Island Municipality	Advancing the Project? Page 5, Section 1.2	<p>It is debatable whether Woodfibre LNG’s consideration of floating accommodation for construction staff constitutes advancement of the project. In areas of BC where marinas or live-aboard type dwellings exists shellfish closures are commonplace. Grey water, septic, fuel leakages, and other pollutants are problems associated with floating dwellings. As has been proven on BC coast, many float homes become derelict at the end of their useful life and end up utilizing tax-payer dollars to clean up. Often these derelict structures/dwellings/vessels result in unaccounted social and environmental costs as well.</p>	<p>Between 2016 and 2019, Woodfibre LNG invested significant effort in pursuit of housing solutions for non-local workers. During this time period, Woodfibre LNG worked diligently with several local businesses, the Provincial government, and Squamish Nation to seek housing solutions to provide long-term housing benefits to the Nation, the community of Squamish and/or the Squamish Lillooet Regional District. Due to a lack of available land, prohibitive district and regional regulations towards temporary workforce accommodations and further community feedback, in 2019 Woodfibre LNG decided to apply for an amendment to the project’s Environmental Assessment Approvals to house construction workers in a floating worker camp (“a floatel”). Woodfibre LNG considers completion of this process and the corresponding EAC amendment to include floating working accommodation as essential in advancing the Project.</p> <p>A separate review process for Woodfibre LNG’s application to amend its EAC to include floating worker accommodation is ongoing. Woodfibre LNG is in the process of responding to the comments received from the public and technical advisory committee through that process.</p>	
6	Bowen Island Municipality	Advancing the Project? Page 5, Section 1.2	<p>Although it is factual that Woodfibre LNG initiated the Technical Review Process of Marine Terminal Systems and Transshipment Sites TERMPOL process with Transport Canada in 2015, it is important to note that no follow-up has occurred and to date BIM staff is not aware of a completed TERMPOL review. Concerns with tanker and community safety have been raised (see Appendix 1 and Technical Memo included on Page 6) by Bowen Island Municipality and other stakeholders. Since no progress has been made since 2015, the initiation of the TERMPOL review should not be considered as advancement of the project.</p> <p>BIM staff is recommending to the EAO, that a comprehensive review of risks and risk management associated with LNG shipping be conducted and the results communicated to public.</p>	<p>Woodfibre LNG is committed to the TERMPOL process and implementing recommendations consistent with mitigation measure M7.2-7 identified within the EA Application. The TERMPOL process deals with those issues raised and referenced in this comment. The TERMPOL process specifically considers LNG terminal facilities, navigational safety including route safety, vessel safety and pollution prevention. Following completion of the EAC extension, Woodfibre LNG anticipates continuing the review with Transport Canada in 2021 and looks forward to the completion and publication of the TERMPOL report in accordance with TERMPOL process timelines.</p>	<p>In the Application (Section 7.3.1), Woodfibre committed to completing the voluntary TERMPOL for Project and adopting of the resulting recommendations.</p> <p>Concerns regarding marine safety were raised by the Municipality of Bowen Island during the EA and identified in Section 7.3 (Marine Transport) of the EAO’s Assessment Report and EAO’s assessment of accidents and malfunctions, provided in Section 10 of the Assessment Report, including LNG carrier collision and Project vessel collisions.</p> <p>Condition 17 of Schedule B of the EAC requires that a marine transportation plan be developed for operations, which must include methods to inform the public, commercial marine user groups, and Aboriginal Groups about the results of the TERMPOL process respecting the Project. Additionally, several mitigation measures in section 22.0, Table 22-1 of the Application (section 7.3, M5.19-3, M6.3-1, M7.3-1 – M7.3-17) must be identified in the plan. Woodfibre also committed to undertaking additional</p>

Comment #	TAC Member	Category/Theme of Comment	Comment/ Issue Description	Woodfibre LNG Response	EAO Response
					<p>passage planning concerning the interaction of future traffic in studies as part of TERMPOL in mitigation measure M5.19-3.</p> <p>The Ministers' Reasons for Decision also notes that shipping effects and accidents and malfunctions were identified as key concerns. The EAO is of the view that while these concerns remain, they are not a change in circumstance since the original environmental assessment.</p>
7	Bowen Island Municipality	New Information Page 7, Section 1.4	<p>BIM staff concludes that Woodfibre LNG is amiss in not highlighting legislative changes and inherent changes to Howe Sound since the initial Certificate was obtained. An extension should not be granted before it is known if, under new/updated/strengthened legislation such as the <i>Fisheries Act</i>, <i>Riparian Area Protection Act</i> Regulations, <i>Water Sustainability Act</i> Regulations, <i>Climate Change Accountability Act</i>, <i>Species at Risk Act</i>, and other statutes, critical habitats and the species that rely on them are not going to be deleteriously affected by this project. This is the time to ensure adherence. A review of the out-of-date science to determine where new studies are needed should be carried-out. Some Provincial regulation e.g. Riparian Areas Protection regulation has provisions for requiring new studies after a 5-year lapse to ensure that a project is not based on inaccurate, out-of-date science. Howe Sound is a dynamic ecosystem that deserves accurate study. In addition, a climate impact analysis should be submitted that includes new targets and improved cumulative effects modelling. Please refer to Appendix 1 and Technical Memos on Pages 4 & 5 for additional details.</p>	<p>As noted in the EAC extension application, Woodfibre LNG is committed, through existing EAC conditions and in meeting permit application requirements, to supplementing the existing multi-year baseline datasets, where required, to support monitoring of Project effects and the effectiveness of mitigation measures.</p> <p>Woodfibre LNG asserts its commitment to strictly adhere to all current and applicable federal, provincial and municipal Acts, regulations, and bylaws, including the <i>Fisheries Act</i> (as amended by Bill C-68), during all phases of the Project.</p> <p>Woodfibre LNG's response to the comment related to climate change is presented in the response to technical memo #3 below.</p>	
8	Bowen Island Municipality	General Comment for the EAO - Environmental Assessment Process	<p>Comment Tracking Memo #1</p> <p>On May 6, 2020, the Interim Manager of Environment, Bowen Island Municipality (BIM), Bonny Brokenshire (Technical Working Group Woodfibre LNG member), received official work that the Woodfibre LNG extension was being reviewed by the Technical Working Group. This official invitation to participate in the review, came only after BIM staff contacted the EAO to ask about not receiving any correspondence about this matter.</p> <p>As part of the initial review of the Woodfibre LNG project BIM's Technical Working Group representative attended a Human Health, Marine Transportation and Marine</p>	<p>BC EAO will respond to this comment.</p>	<p>On April 20, 2020, the EAO accepted the extension request Application (Application) for review, then notified and sought input from members of the technical working group, which included federal and provincial agencies, Indigenous nations, and local government representatives.</p> <p>On May 6, 2020, the EAO sent additional correspondence to technical working group members who had been inadvertently missed on April 20, which included local government representatives from Bowen Island Municipality. In consideration of this delay, the EAO provided these participants with additional time for their review of the Application.</p>

Comment #	TAC Member	Category/Theme of Comment	Comment/ Issue Description	Woodfibre LNG Response	EAO Response
			<p>Environment meeting on March 5, 2015 in Vancouver. Over 25 working group members from a multitude of disciplines were in attendance.</p> <p>Given that BIM staff was not proactively contacted, there is concern that not all the original working group members will have been re-convened to take part in the Woodfibre LNG Environmental Assessment Certificate review.</p>		<p>The EAO is confident that all relevant federal and provincial agencies, Indigenous nations, and local governments are involved in the review of the Application.</p>
9	Bowen Island Municipality	General Comment for the EAO s.1.4	<p>Comment Tracking Memo #2</p> <p>At the time of initial review of the science provided by the proponent, Bowen Island Municipal staff provided comments about some discrepancies in data accuracy, collection techniques (e.g., wildlife/fish studies were conducted over very short time spans), and conclusions were based on limited number of field hours). Please see Appendix 1 - 2015 BIM staff comments included below. As Howe Sound is a dynamic ecosystem, studies conducted 5 years ago most likely will be out-dated. For example, many terrestrial and aquatic species have been identified as “at risk” since the original scientific papers were written. Grey whales, Humpbacks, and Orca all utilize Howe Sound as feeding grounds. Studies need to be conducted to determine impacts to these and other species if the EAC is extended and the project progresses. Changes to legislation have occurred since the initial Environmental Assessment. The <i>Fisheries Act</i> was enhanced in 2019. In addition, the <i>Riparian Areas Protection Act Regulations, 2019</i>, and the <i>Water Sustainability Act Regulations, 2019</i> have come into force. If carried out today with thorough scientific methodology, unbiased analysis and conclusions based on the incorporation of the precautionary principle, aspects of the Woodfibre LNG project and previous conclusions would most certainly be different. One salient point is that Provincial regulations such as the <i>Riparian Areas Protection Regulation, 2019</i> do not accept assessments that are more than five years old. A proponent must submit an up-to-date Riparian Assessment if the project is not completed during a 5-year period from when the assessment was conducted. Also, the proponent must submit a new assessment if the scope of the project is altered. BIM staff recommends that the EAO adheres to this same principle and asks for up-dated assessments in the areas of forage fish habitat analysis, freshwater resources, and species at risk.</p>	<p>As noted in the application for EAC extension Woodfibre LNG is committed, through existing EAC conditions and in meeting permit application requirements, to supplementing the existing multi-year baseline datasets, where required, to support monitoring of Project effects and effectiveness of mitigation measures.</p> <p>Woodfibre LNG asserts its commitment to strictly adhere to all current and applicable federal, provincial and municipal Acts, regulations, and bylaws including the <i>Fisheries Act</i> (as amended by Bill C-68) during all phases of the Project.</p>	

Woodfibre LNG Limited Extension Request

Working Group Comment Responses

July 3, 2020

Comment #	TAC Member	Category/Theme of Comment	Comment/ Issue Description	Woodfibre LNG Response	EAO Response
10	Bowen Island Municipality	General Comment for the EAO s.1.4	<p>Comment Tracking Memo #3</p> <p>Not only has the economic demand for LNG changed, but over the past 5 years significant market fluctuations have also occurred. Overarching all business modeling and the uncertainty inherent in the fossil fuel industry, is the fact that we all face a climate emergency. Our climate has changed since 2015. Bowen Island Municipality, over 400 other Canadian municipalities, and the Federal Government all declared a Climate Emergency in 2019. It is unclear how granting an extension to new fossil fuel - based infrastructure will enable the BC Government to adhere to legislated targets outlined in the <i>Climate Change Accountability Act, 2019</i> and Clean BC.</p>	<p>A 2019 Delphi study commissioned by the B.C. government and BC LNG Alliance comparing currently operating LNG facilities found that Woodfibre LNG would have the lowest emissions of any single source LNG plant operating today. Woodfibre LNG will be the cleanest LNG project in the world with its emissions intensity at 0.059 tCO₂e/tonne LNG. It is well below the requirements set by British Columbia's ("BC") greenhouse gas (GHG) <i>Industrial Reporting and Control Act</i>, which is 0.16 tCO₂e/tonne LNG.</p> <p>Woodfibre LNG is committed to working to reduce its GHG emissions and has taken steps to accomplish this by incorporating electric motors, plans to minimize flaring to the extent practical and safe and including a leak detection and repair system during operations (per Federal Decision Statement conditions 5.1 and 5.2).</p> <p>On June 4, 2020, Woodfibre LNG also signed a Memorandum of Understanding with Carbon Engineering (a Squamish-based clean energy company focused on the deployment of technology that captures carbon dioxide directly from the atmosphere) that will see us investigate potential ways to collaborate and work towards the Province of British Columbia's CleanBC plan, and Canada's 2030 emissions reduction goal and 2050 net-zero emissions commitment.</p>	
11	Bowen Island Municipality	General Comment for the EAO	<p>Comment Tracking Memo #4</p> <p>The issue of LNG tanker safety and ensuring the safety of communities throughout Howe Sound remains a point of concern. Although the Technical Review Process of Marine Terminal Systems and Transshipment Sites (TERMPOL) process is voluntary and is not a requirement to proceed with construction, community (stakeholder) safety concerns raised in 2015 (see Appendix 1) have not been addressed. To date, BIM staff is not aware of an agreement between Woodfibre LNG and Transport Canada to complete the TERMPOL process.</p> <p>Prior to granting an Environmental Assessment Certificate extension to Woodfibre LNG, the Province should release an official statement on safety risks associated with increased LNG tankers in Howe Sound. If the Province can not provide such a statement, Transport Canada should be requested to release an official statement/review of tanker safety in Howe Sound given the intensity of recent storms and storm surges, and climate change modelling for storms in the Sound. Provincial and Federal stances on LNG shipping in</p>	<p>Woodfibre LNG is committed to the TERMPOL process and implementing recommendations consistent with mitigation measure M7.2-7 identified within the EA Application. The TERMPOL process deals with those issues raised and referenced in this comment. The TERMPOL process specifically considers LNG terminal facilities, navigational safety including route safety, vessel safety and pollution prevention. Following completion of the EAC extension, Woodfibre LNG anticipates continuing the review with Transport Canada in 2021 and looks forward to the completion and publication of the TERMPOL report in accordance with TERMPOL process timelines.</p> <p>Consistent with the requirements of the Federal EA certificate (section 11), Woodfibre LNG will, prior to construction and in consultation with relevant federal and provincial authorities and Aboriginal groups, develop an emergency response plan in relation to the Project.</p>	

Comment #	TAC Member	Category/Theme of Comment	Comment/ Issue Description	Woodfibre LNG Response	EAO Response
			<p>dynamic fjord systems, such as in Howe Sound, should be clearly communicated to public. The shipping of LNG through Howe Sound could have emergency operations and emergency operational preparedness ramifications. Without knowledge of what would be required in response to a worst-case scenario it is difficult for municipalities to prepare.</p>		
12	Bowen Island Municipality	General Comment for the EAO	<p>Comment Tracking Memo #5</p> <p>Given the history of contamination at the Woodfibre site, and many other industrial sites throughout BC that have been abandoned without holding those responsible for costs associated with clean-up, how is the Province ensuring that the Woodfibre LNG site will be remediated at the end of the 40 year project span or sooner if operations cease?</p>	<p>Woodfibre LNG is committed to developing a decommissioning plan consistent with the Federal Decision Statement (condition 10) and commitments made in the EAC e.g., M7.2-3 in section 22.</p>	<p>The Project's EAC includes Condition 21 which requires that a decommissioning-phase environmental management plan (DEMP) be developed, if or when required. Referenced in Condition 21, Section 13.2 of the Application includes requirements and mitigation measures for the decommissioning phase and DEMP.</p> <p>In addition to the EAC, Woodfibre LNG will be required to comply the Impact Assessment Agency of Canada's conditions, including Condition 10 Decommissioning, as well as with other permits and any regulations, guidelines, and legislation associated with decommissioning.</p> <p>The EAO notes that the Certified Project Description does not limit the duration of the Project's operations, however it is understood that Woodfibre LNG plans to operate the Project for a minimum of 25 years.</p>
13	Bowen Island Municipality	Comments from original EA application review	<p>See appended Comment Tracking Memo #6</p>	<p>Focused discussions were held during the original EA review with regard to the concerns raised here. These discussions resulted in a number of conditions which remain valid today given that no Project changes are being proposed as part of this EA extension application. Relevant conditions include a commitment to develop and implement a marine fish and fish habitat management and monitoring plan (EAC condition 8) and develop and monitor short and long term Instream Flow Requirements for Mill Creek (EAC condition 5). In addition, herring surveys continued in 2019 and 2020.</p> <p>In review of the Society of International Gas Tanker and Terminal Operators (SIGTTO) Site Selection and Design for LNG Ports and Jetties document (1997) there is no direct reference to fjords. However, the document does provide guidance on site selection and associated LNG terminal facility design which Woodfibre LNG is following. These include consideration of factors such as vessel route analysis, vessel speed, pilotage, jetty design and the location of the facility (which is on an</p>	

Comment #	TAC Member	Category/Theme of Comment	Comment/ Issue Description	Woodfibre LNG Response	EAO Response
				<p>existing brownfield site with prior deep water vessel use). Woodfibre LNG remains committed to the TERMPOL process and implementing the recommendations of the TERMPOL technical report. The TERMPOL process specifically considers LNG terminal facilities, navigational safety including route safety, vessel safety and pollution prevention.</p>	
14	Department of Fisheries and Oceans Canada	General	DFO will not be participating in this review	Woodfibre LNG appreciates the Department of Fisheries and Oceans Canada's review of the EAC extension application and notes that no comments were provided.	
15	District of Squamish	Timeline for application for extension	<p>According to the EAO's Certificate Extension Policy Version 1.0 April 24, 2020, the following timelines apply with respect to an extension application (similar timelines applied under the prior legislation): An initial application (Step 3) should be submitted at least nine months prior to the certificate expiry date in order to allow the application to be co</p> <p>The District is inquiring as to how is the EAO handling this application given that the required timelines have not been met.</p> <p>Further the Extension Policy states: Step 2 – Engagement Before submitting an application, the Holder should engage about the extension with Indigenous nations that participated in the EA of the project and any appropriate stakeholders or agency representatives.</p> <p>The District notes that the Proponent contacted the District the day before the extension application was submitted and informed them of its' intent. The District does not consider this as engagement, and the District considers itself an appropriate stakeholder.</p>	<p>BCEAO will respond to the first part of this comment regarding the Certificate Extension Policy and associated timelines.</p> <p>The District of Squamish (DoS) and Woodfibre LNG met via videoconference on June 3, 2020 (the meeting) to discuss DoS's comments.</p> <p>At the meeting, Woodfibre LNG acknowledged DoS as an appropriate stakeholder and explained the stakeholder engagement strategy for the EAC extension application. Namely, the strategy was to notify all stakeholders, including DoS, one day in advance given the sensitivities associated with announcing new construction start timelines. All stakeholders were treated equally in this regard. Woodfibre LNG committed to continuing to engage with DoS throughout the EAO extension application review process and offered to meet outside of the EAO process as requested by DoS.</p>	<p>The Environmental Assessment Office's (EAO) Certificate Extension Policy was developed to provide guidance for carrying out the process with respect to whether to issue an extension. This Certificate Extension Policy is intended to be read and interpreted in conjunction with the <i>Environmental Assessment Act (2018)</i>. This policy states that "[a]n initial application (Step 3) should be submitted at least nine months prior to the certificate expiry date in order to allow the application to be considered." However, this policy does not supersede the legislation. It is the EAO's view that the process for reviewing Woodfibre LNG's extension request Application, which includes review by the technical advisory committee, aligns with the Certificate Extension Policy and <i>Environmental Assessment Act (2018)</i>.</p>
16	District of Squamish	Reasons for Delay (Page 2, Section 1.1)	<p>The applicant cites "considerable technical, administrative and external challenges, ... complications in commercial negotiations" in its' reasons for the Project delay. The District would recommend the applicant provide more specific plans and associated actions to address these challenges to ensure they are not barriers to the project going forward.</p>	<p>At the meeting, Woodfibre LNG reiterated that external factors contributing to a revised construction schedule, including financial difficulties encountered by our preferred EPC contractor, are out of our control. Any plans being considered in response to these external factors are commercially confidential and internal to Woodfibre LNG. DoS requested a specific example of an external factor to be included in Woodfibre LNG's written response.</p> <p>The implications of COVID-19 on our vendor's manufacturing facilities and fabrication yards in China is an example of an external factor over which Woodfibre LNG has no control. The corresponding schedule implications due to the delayed manufacturing of specialized equipment and fabrication of</p>	

Comment #	TAC Member	Category/Theme of Comment	Comment/ Issue Description	Woodfibre LNG Response	EAO Response
				<p>modules, related to the construction of our Project, remains unclear at this time and are out of our control.</p>	
17	District of Squamish	Site Conditions (Page 3, Section 1.2)	<p>The District acknowledges the importance of the remediation work completed by WLNG to date. Multiple prior studies detailed site conditions. The District is not aware of any condition changes, unreported or unanticipated hazards that have been uncovered at the Project site.</p>	<p>At the meeting, Woodfibre LNG described to the DoS the Project’s site history including the greater than 100 years of industrial use that has occurred there. Woodfibre LNG further described unanticipated hazards that were encountered at the Project site during the clean-up and remediation activities that have been conducted to date. DoS requested that Woodfibre LNG provide an example of such hazards in the written response to this comment.</p> <p>Woodfibre LNG offers the example of the hazards encountered during efforts to remove concrete slabs that covered the vast majority of the historic site. Upon removal of known concrete slabs along the surface of the site, several instances of unmapped and unanticipated subsurface concrete slabs were discovered buried beneath the surface slabs. Discovery of these subsurface slabs increased the scope and associated cost of historic concrete slab removal required to reclaim the site to a standard suitable for future installation of the LNG Facility.</p>	
18	District of Squamish	Employee Accommodation (Page 5, Section 1.2)	<p>The applicant cites the need to make an amendment application for the “floatel” to accommodate Project employees. The need for employee accommodation has been known from the original review and approval. The applicant has not indicated a clear reason why when these activities could have started in 2016 they were delayed into 2019.</p> <p>The issue of housing affordability was clearly identified as a community issue by the District prior to the EAO decision in 2015, notably in the Affordable Housing Framework, dated December 2013, and accepted by Council in April 2014, and subsequently to the EAO during the WLNG review process.</p> <p>Further in a letter dated April 30, 2015 from the District to the EAO, the issue was clearly identified (cited below) as needing to be addressed as part of the application:</p> <p><i>“Examples of information that would assist with evaluating the project includes more detail on property taxation, employment opportunities, impact on tourism related industries, impact of workers commuting to and from Squamish versus living in Squamish during construction, impact on transportation including highway 99, impact on</i></p>	<p>At the meeting, Woodfibre LNG detailed the work completed between 2016 and 2019 in pursuit of housing solutions for non-local workers. During this time period, Woodfibre LNG worked diligently with several local businesses, the Provincial government, and Squamish Nation to seek housing solutions to provide long-term housing benefits to the Nation, the community of Squamish and/or the Squamish Lillooet Regional District. Due to a lack of available land, prohibitive district and regional regulations towards temporary workforce accommodations, and further community feedback, in 2019 Woodfibre LNG decided to apply for an Amendment to the project’s Environmental Assessment Approvals to house construction workers in a floating worker camp (“a floatel”).</p> <p>Woodfibre LNG looks forward to continued engagement with DoS, as a Technical Advisory Committee member, through the active application process for an EAC amendment to include floating worker accommodation into the Certified Project Description. Woodfibre LNG is drafting responses to DoS’s comments on this amendment application and anticipates submitting responses in July 2020.</p>	

Comment #	TAC Member	Category/Theme of Comment	Comment/ Issue Description	Woodfibre LNG Response	EAO Response
			<p><u>housing, and the positive or negative social impacts that would occur during and after construction.</u></p> <p>In addition, the public comments in the lead up to the EAO granting the certificate acknowledge housing challenges.</p>		
19	District of Squamish	What plans, for advancing the Project (Page 6, Section 1.3)	The District would be interested in seeing the plans that the Proponent has for advancing the Project and seeing a timeline for the commencement of operations, both to plan and allocate District resources required to support any municipal permits and approvals required, and to see the anticipated local employment, taxation and activation of scarce heavy industrial lands in the District.	At the meeting, Woodfibre LNG acknowledged DoS's request for plans and timelines associated with the Project for the allocation of DoS resources. Woodfibre LNG thanked DoS again for the last meeting held on December 16, 2019 to discuss construction sequence and associated DoS permitting requirements. Woodfibre LNG suggested a follow up meeting with DoS in late June/early July 2020 to discuss a revised permit application and Environmental Management Plan review timeline in consideration of the new Q3 2021 target construction start date. The District was receptive to meeting as suggested and was interested in seeing a clear work plan and timeline for 2020 to help with staff and workload forecasting. It was agreed that Woodfibre LNG would set up a videoconference for late June/early July.	
20	District of Squamish	New Information (Page 7, Section 1.4)	New information that could impact the conclusions reached in the original certificate is not clear to the District. The District would like to see a fulsome plan to address the new reality reflected in the below mentioned articles, declarations and plans and also have the proponent address the significantly altered economic climate referenced on Page 2, Section 1.1 as noted above.	At the meeting, both parties agreed that this comment reiterated information requested in comments 5 (above) and 7 (below) and that no specific response would be required/provided to this comment.	
21	District of Squamish		<p>The District believes that the extension application should identify a number of new policy initiatives that have been adopted by all levels of government since the approval, and which are worthy of consideration of conditions being applied to address the new information. These include:</p> <ul style="list-style-type: none"> • The Intergovernmental Panel on Climate Change (IPCC) Special Report (2018) Summary for Policymakers: <ul style="list-style-type: none"> ○ finding that it is necessary to limit global warming to 1.5 degrees Celsius, rather than 2 degrees as previously understood. • Federal Bill C-68, an Act to amend the <i>Fisheries Act</i> and other Acts in consequence. • <i>Greenhouse Gas Reduction Targets Act</i> [SBC 2007] Chapter 42 (relevant sections below): <ul style="list-style-type: none"> ○ BC greenhouse gas emissions — target levels ○ 2 (1) The following targets are established for the purpose of reducing BC greenhouse gas emissions: <ul style="list-style-type: none"> ▪ (a) by 2020 and for each subsequent calendar year, BC greenhouse gas emissions will be at 	<p>A 2019 Delphi study commissioned by the B.C. government and BC LNG Alliance comparing currently operating LNG facilities found that Woodfibre LNG would have the lowest emissions of any single source LNG plant operating today. Woodfibre LNG will be the cleanest LNG project in the world with its emissions intensity at 0.059 tCO₂e/tonne LNG. It is well below the requirements set by British Columbia's ("BC") greenhouse gas (GHG) Industrial Reporting and Control Act, which is 0.16 tCO₂e/tonne LNG.</p> <p>At the meeting, DoS was confidentially informed that Woodfibre LNG is in the process of finalizing an MOU with Carbon Engineering that will see us investigate potential ways to collaborate and work towards the Province of British Columbia's CleanBC plan, and Canada's 2030 emissions reduction goal and 2050 net-zero emissions commitment. These discussions have been underway for some time. The MOU will require engagement with and the support of the B.C. and Canadian governments to bring to fruition. This confidential information was well received and DoS agreed</p>	

Comment #	TAC Member	Category/Theme of Comment	Comment/ Issue Description	Woodfibre LNG Response	EAO Response
			<p>least 33% less than the level of those emissions in 2007;</p> <ul style="list-style-type: none"> ▪ (b) by 2050 and for each subsequent calendar year, BC greenhouse gas emissions will be at least 80% less than the level of those emissions in 2007. <ul style="list-style-type: none"> • <i>Environmental Assessment Act</i>, [SBC 2018] Chapter 51 (relevant sections below): <ul style="list-style-type: none"> ○ <i>Required assessment matters</i> ○ 25 (1) The effects of a project on Indigenous nations and rights recognized and affirmed by section 35 of the <i>Constitution Act</i>, 1982 must be assessed in every assessment. <ul style="list-style-type: none"> ▪ (2)The following matters must be considered in every assessment: <ul style="list-style-type: none"> (a) positive and negative direct and indirect effects of the reviewable project, including environmental, economic, social, cultural and health effects and adverse cumulative effects; (b) risks and uncertainties associated with those effects, including the results of any interaction between effects; (c) risks of malfunctions or accidents; (d) disproportionate effects on distinct human populations, including populations identified by gender; (e) effects on biophysical factors that support ecosystem function; (f) effects on current and future generations; (g) consistency with any land-use plan of the government or an Indigenous nation if the plan is relevant to the assessment and to any assessment conducted under section 35 or 73; (h) greenhouse gas emissions, including the potential effects on the province being able to meet its targets under the Greenhouse Gas Reduction Targets Act; (i) alternative means of carrying out the project that are technically and economically feasible, including through the use of the best available technologies, and 	<p>that this would address the Resolution (#9) and the majority of this comment (#7). At the time of the meeting, Woodfibre LNG was hopeful to have a formal announcement by mid-June.</p> <p>Woodfibre LNG is pleased to confirm that the MOU discussed above was signed with Carbon Engineering on June 4, 2020.</p> <p>Woodfibre LNG asserts its commitment to strictly adhere to all current and applicable federal, provincial and municipal Acts, regulations, and bylaws including the <i>Fisheries Act</i> (as amended by Bill C-68) during all phases of the Project.</p> <p>BCEAO will respond directly to the comments on the <i>Environmental Assessment Act</i>, [SBC 2018].</p> <p>Woodfibre LNG takes the COVID-19 global pandemic very seriously and the occupational health and safety of our work force is our top priority. Our Company’s Safety Plan has been developed, it is currently being implemented and will continue to be updated with existing and applicable Acts, regulations, and Orders related to COVID-19. Woodfibre LNG will work collaboratively with the provincial Ministry of Health, WorkSafe BC, and the BC Center for Disease Control (BC CDC) to ensure the occupational health, safety, and overall wellbeing of all those who access the Project.</p>	

Comment #	TAC Member	Category/Theme of Comment	Comment/ Issue Description	Woodfibre LNG Response	EAO Response
			<p>the potential effects, risks and uncertainties of those alternatives; (j) potential changes to the reviewable project that may be caused by the environment; (k) other prescribed matters.</p> <ul style="list-style-type: none"> • The District of Squamish adopted a new Official Community Plan Bylaw 2500, 2017 on June 5, 2018, which outlined key policy on economic, social and environmental goals. • The District of Squamish Council passed a Climate Emergency Resolution July 2, 2019, including: <ul style="list-style-type: none"> ○ That the District of Squamish shall seek to support a transition off of fossil fuels in ways that prioritize those most vulnerable to climate impacts and most in need of support in transitioning to renewable energy; • The District of Squamish adopted a Climate Change Action Plan on April 7, 2020, including plans to reduce emissions by 38,300 tonnes CO2e by 2030 and reach net zero emissions by 2050. Our community-wide GHG emissions as described in the plan are currently 97,000 GHGe/year. WLNG’s emissions within the District are reported in the EAO documentation to be 140,000 GHG/year. • The District of Squamish adopted a Strategic Plan in 2019, including objectives to: <ul style="list-style-type: none"> ○ Increase employment lands and space; and ○ Increase the number of local jobs per capita. • The COVID-19 pandemic requires that there be a re-evaluation of the applicant’s plans with respect to employee and contractor safety at work and in employee housing. 		
22	District of Squamish	Ability to Complete	<p>The District would like to draw the attention of the EAO again to Condition #24 of the WLNG Certificate and the requirement to “continue to engage the public for the life of the Project. Consultation and engagement must include information sharing and discussion of site-specific mitigation measures, including the development and implementation of plans and the conditions of this Certificate.”</p> <p>The District notes that while improved, they are not meeting our standard for engaging the local community. Submitting an extension application and processing it in midst of a global health crisis, including limited or no opportunities for any form of public engagement according to our</p>	<p>Woodfibre LNG is committed to implementing conditions of approvals and commitments made through the EA and subsequent permitting processes.</p> <p>At the meeting, Woodfibre LNG reviewed engagement to date with DoS, and the Squamish community, and reiterated its commitment to continued engagement on the implementation of applicable regulatory commitments and conditions. As noted at the meeting, this includes a continued willingness to coordinate information sharing with DoS and the separate Fortis BC project as demonstrated by the back-to-back community workshops held on October 22, 2019.</p>	<p>The EAO acknowledges and respects that during the COVID-19 pandemic we are all prioritizing the health and safety of our families and community members. We continue to be receptive to parties' capacities and abilities to participate in the extension request process.</p> <p>The EAO recognizes that the WLNG Certificate does expire in October 2020 and, although the EAO will do its best to accommodate reviewers' constraints, the flexibility in review timelines is limited.</p>

Comment #	TAC Member	Category/Theme of Comment	Comment/ Issue Description	Woodfibre LNG Response	EAO Response
			<p>engagement principles is a very inappropriate time to deal with this issue. The public information is minimal and again does not meet the District's expectations for engaging and informing the local community.</p> <p>Finally, the District remains concerned regarding the coordination of efforts between WLNG and Fortis with respect to informing and engaging the community. WLNG has submitted this extension application, the "floatel" amendment is pending, as is an amendment regarding the compressor location, and the District fully expects that future amendments will be submitted by Fortis regarding their workforce accommodation plans and possibly an extension to their certificate to parallel that of WLNG.</p> <p>It would be more efficient to manage engagement and information regarding these projects if there was a consolidated approach to providing information and amendment applications. While the EAO may review them as separate applications, the District disagrees. One will not proceed without the other, and the impacts on Squamish are collective and cumulative. The District prefers that the approach the review and management of these projects occurs in a parallel and coordinated process. This would improve the ability of both Proponents to effectively communicate with the District as an organization, and the larger community.</p>		<p>The Eagle Mountain - Woodfibre Gas Pipeline and the Woodfibre LNG Projects were assessed and certified separately and each Project is owned by individual companies. Any applications submitted by either proponent will be considered and/or assessed separately. Where feasible, the EAO endeavours to align timelines for the technical review of projects in proximity, as was the case during the environmental assessments for the Woodfibre LNG and Eagle Mountain - Woodfibre Gas Pipeline projects.</p> <p>The EAO will ensure Woodfibre and FortisBC are aware of the request for the projects to seek coordination with engagement and submissions. The EAO expects, as per certificate requirements, that Woodfibre will undertake engagement with the public and communities for the life of the project, if and as the project moves forward.</p>
23	District of Squamish	Council Resolution	<p>I will also note that District Council passed the following motion at their Committee of the Whole meeting on May 12 2020, and which was subsequently ratified at their regular meeting on May 19, 2020: <i>Whereas the BC Environmental Assessment Office published a new Certificate Extension Policy on 22 April 2020 that requires any EA extension application to detail "new information that has come to light since the original EAC was granted that could change the conclusions reached in the EAO's assessment of the project"; and</i> <i>Whereas the International Panel on Climate Change published a Special Report in October 2018 that finds it necessary to limit global warming to 1.5 degrees Celsius, and that doing so will require "rapid and far-reaching" changes in all aspects of society so that net human-caused emissions of CO2 fall by 45% of 2010 levels by 2030 and reach 'net zero' by 2050; and</i> <i>Whereas the Province of BC has adopted the GHG Reduction Act and the CleanBC plan and commits B.C. by legislation to</i></p>	<p>At the meeting, DoS was confidentially informed that Woodfibre LNG is in the process of finalizing an MOU with Carbon Engineering that will see us investigate potential ways to collaborate and work towards the Province of British Columbia's CleanBC plan, and Canada's 2030 emissions reduction goal and 2050 net-zero emissions commitment. These discussions have been underway for some time. The MOU will require engagement with and the support of the B.C. and Canadian governments to bring to fruition. This confidential information was well received and DoS agreed that this would address the Resolution (#9) and the majority of this comment (#7). At the time of the meeting, Woodfibre LNG was hopeful to have a formal announcement by mid-June. Woodfibre LNG is pleased to confirm that the MOU discussed above was signed with Carbon Engineering on June 4, 2020.</p>	

Comment #	TAC Member	Category/Theme of Comment	Comment/ Issue Description	Woodfibre LNG Response	EAO Response
			<p><i>achieve GHG emissions reductions of 40% by 2030 and 80% by 2050 (over a 2007 baseline); and Whereas the District of Squamish declared a Climate Emergency on 2 July 2019 and established goals to reduce its current emissions of 97, 000 CO2e/year in-line with the IPCC goals of 45% reduction by 2030 and net zero by 2050; and Whereas the estimated GHG emissions of the Woodfibre LNG facility are estimated to be 129,400 tonnes CO2e/year based on their submission to the EAO and there are no current plans in place to mitigate or offset these emissions to achieve net zero.</i></p> <p><i>Therefore be it resolved that the Council of the District of Squamish does not support an extension of the Environmental Certificate for Woodfibre LNG unless the extension includes a condition that Woodfibre LNG must meet the IPCC targets for its operation within the District of Squamish to reduce its GHG emissions by 45% by 2030 and 100% by 2050.</i></p> <p><i>And be it further resolved that this resolution be included in the District of Squamish’s feedback to the EAO as part of our response to Woodfibre LNG’s application for an extension to their EA certificate.</i></p>		
24	District of West Vancouver	Tanker traffic and associated concerns	<p>We understand that a review of the application and draft extension report is in progress and we appreciate the government’s commitment to environmental decisions based on science-based evidence. Given the recent changes in the Environmental Assessment Revitalization Process, we anticipate that additional conditions may be required to address our concerns regarding super tanker safety, rogue waves, foreshore erosion, conflicting waterway uses, and the LNG terminal site and associated tanker traffic.</p>	<p>Focused discussions were held during the original EA review with regard to the concerns raised here. These discussions included the District of West Vancouver and resulted in a number of conditions which remain valid today given that no Project changes are being proposed as part of this EA extension application. Relevant conditions include a commitment to implementing the recommendations of TERMPOL (addressing tanker safety), a wake effects study (Federal Decision Statement condition 7.2 / EAC condition 18) and a marine transport plan for construction and operations (EAC conditions 16 and 17).</p>	<p>The Woodfibre LNG Project received an environmental assessment certificate under the <i>Environmental Assessment Act</i>, S.B.C. 2002, c.43. Environmental assessment certificates, and associated conditions, received under Act (2002) remain valid. The enactment of the <i>Environmental Assessment Act</i>, S.B.C. 2018, c.51 itself does not result in a reassessment of environmental assessment certificates or the amendment of certificates, including conditions. The EAO notes that provisions of the 2018 Act that apply to existing certificate holders, such as compliance and enforcement, also apply to a project with an existing environmental assessment certificate.</p> <p>Concerns regarding marine safety were raised by the District of West Vancouver during the EA and identified in Section 7.3 (Marine Transport) of the EAO’s Assessment Report, including vessel safety, conflicting waterway uses, waves, and shoreline erosion. EAO’s assessment of accidents and malfunctions, Section 10 of the Assessment Report, also included LNG carrier collision and Project vessel collisions.</p>

Comment #	TAC Member	Category/Theme of Comment	Comment/ Issue Description	Woodfibre LNG Response	EAO Response
25	District of West Vancouver	LNG tankers in Howe Sound	<p>Please find enclosed our Municipal Council resolution sent to the BC Environmental Assessment Office in July of 2014. It outlines West Vancouver's concerns about the project and given these, our suggestion that LNG tankers be banned from the waters of Howe Sound.</p> <p>We also respectfully request to be included in any existing and future committees, working groups and consultative bodies regarding the project.</p>	Woodfibre LNG responded to comments received during the original EA review process. In response to concerns regarding LNG carriers, Woodfibre LNG is committed to implementing the recommendations of TERMPOL and the vessels are required to follow the certified marine route as stated in the existing EAC. Participation in the BC EAO Technical Advisory Committee for the Woodfibre LNG Project is at the discretion of the BC EAO.	The EAO will continue to invite participating Indigenous nations and other parties, including the District of West Vancouver, as appropriate, in establishing technical advisory committees for assessments. Conditions 14, and 18 the Project's EAC, Schedule B, require consultation with local governments, such as the District of West Vancouver.
26	District of West Vancouver	New 2018 EA Act	We are encouraged by the new policies included within the 2018 Environmental Assessment Revitalization Process and appreciate that additional or revised conditions may be required for the project to meet the environmental requirements of the new Act.	Woodfibre LNG is committed to fulfilling its legal and regulatory requirements associated with the Project.	See EAO's response to Comment #8 above. The EAO is confident that all relevant federal and provincial agencies, Indigenous nations, and local governments are involved in the review of the Application.
27	District of West Vancouver	General	<p>Therefore be it resolved that:</p> <ol style="list-style-type: none"> 1) the Council of the District of West Vancouver not support an extension of the Environmental Certificate for Woodfibre LNG unless the extension includes a condition that Woodfibre LNG must meet the IPCC targets for its operation within the District of Squamish to reduce its GHG emissions by 45% by 2030 and 100% by 2050; and 2) this resolution be included in the District of West Vancouver's feedback to the EAO as part of our response to Woodfibre LNG's application for an extension to their EA certificate. 	<p>A 2019 Delphi study commissioned by the B.C. government and BC LNG Alliance comparing currently operating LNG facilities found that Woodfibre LNG would have the lowest emissions of any single source LNG plant operating today. Woodfibre LNG will be the cleanest LNG project in the world with its emissions intensity at 0.059 tCO₂e/tonne LNG. It is well below the requirements set by British Columbia's ("BC") greenhouse gas (GHG) <i>Industrial Reporting and Control Act</i>, which is 0.16 tCO₂e/tonne LNG.</p> <p>Woodfibre LNG is committed to working to reduce its GHG emissions and has taken steps to accomplish this by incorporating electric motors, plans to minimize flaring to the extent practical and safe and including a leak detection and repair system during operations (per Federal Decision Statement conditions 5.1 and 5.2).</p> <p>On June 4, 2020, Woodfibre LNG also signed a Memorandum of Understanding with Carbon Engineering (a Squamish-based clean energy company focused on the deployment of technology that captures carbon dioxide directly from the atmosphere) that will see Woodfibre LNG investigate potential ways to collaborate and work towards the Province of British Columbia's CleanBC plan, and Canada's 2030 emissions reduction goal and 2050 net-zero emissions commitment.</p>	
28	Environment and Climate Change Canada	Construction Timelines (Section 1.3, p. 6)	The Application for an extension to the deadline of the Environmental Assessment Certificate (EAC) indicates that construction will avoid regional nesting periods, described as "from late March to Mid August". Section 6.6 of the Wildlife Management and Monitoring Plan (WMMP) for construction, falling under Condition 11 of the EAC, states "clearing of vegetation will be completed outside of the bird	The EAC extension application referenced the Environment and Climate Change Canada (ECCC) nesting period for area A1, applicable to the Project site consistent with section 4.1 of the Woodfibre LNG's Federal Decision Statement. The Wildlife Management and Monitoring Plan (WMMP) referenced was provided in draft to ECCC consistent with EAC Condition 11. Woodfibre LNG looks forward to further discussions with ECCC	

Comment #	TAC Member	Category/Theme of Comment	Comment/ Issue Description	Woodfibre LNG Response	EAO Response
			breeding window (March 1 to August 31), when determined to be possible by the Contractor, to avoid harm to birds and their nests". ECCC continues to recommend that clearing take place outside of the bird breeding window (March 1 to August 31).	on the development and finalization of the WMMP consistent with EAC Condition 11.	
29	Environment and Climate Change Canada	Mitigation Measures for Species at Risk	<p>Under Section 8.2 of the WMMP and as per mitigation measure M5.12-1 and Sections 13.2.2.17 and 13.3.5 of the Application, all Red- and Blue- listed species, including any species listed in Schedule 1 of the <i>Species at Risk Act</i>, must be reported by the Environmental Monitor and reviewed by a Qualified Environmental Professional (QEP) for accuracy. ECCC reminds the Proponent that the following species, which may occur in the project area, have been added to Schedule 1 of the SARA since the EAC was granted in 2015:</p> <ul style="list-style-type: none"> - Black swift (<i>Cypseloides niger</i>), listed as Endangered in 2019 - Wolverine (<i>Gulo gulo luscus</i>), listed as Special Concern in 2018 - Grizzly bear (<i>Ursus arctos</i>), listed as Special Concern in 2018 - Roell's brotherella (<i>Brotherella roelli</i>), listed as Endangered in 2018 <p>Should these species be reported in the project area, ECCC recommends new mitigation measures be developed by the Environmental Monitor and a QEP as per adaptive management protocols outlined in Section 7.9 of the WMMP.</p>	<p>Woodfibre LNG appreciates ECCC identifying the additional species recently added to Schedule 1 of SARA. These species will be incorporated into the next revision of the WMMP consistent with existing EAC Condition 11. Woodfibre LNG is committed to providing reports of red and blue listed wildlife species to the provincial CDC.</p> <p>In the event of red or blue listed wildlife species being reported through the follow up program of the WMMP, mitigation measures will be developed by a QEP in accordance with the adaptive management protocols. Woodfibre LNG looks forward to working with ECCC on the development and finalization of the WMMP.</p>	
30	Health Canada	General	Health Canada has no objection to the proposed EAC extension; noting that the extension would afford additional time for the Proponent to address any issues identified with the new proposed floating worker accommodation camp	Woodfibre LNG appreciates Health Canada's review of the EAC extension application and notes that no comments were provided.	
31	Islands Trust	General	On May 6, 2020, the Islands Trust Executive Committee considered the invitation to me to participate in the review of the Woodfibre application for a five-year extension to the Environmental Assessment Certificate. The Committee decided given that the scope of the involvement of the Trust was limited to marine shipping issues that I would be asked to would decline to comment on the extension application.	Woodfibre LNG appreciates Island Trust's review of the EAC extension application and notes that no comments were provided.	
32	MFLNRORD - Sea to Sky Natural Resource District	Access to Crown Land	In the time prior to and after the approval of the EAC, the Sea to Sky District has participated in many discussions to resolve the crucial issue of the access of Crown land and forests to First Nations and existing stakeholders. The Crown land and forest area upland of the WLNG project is subject to timber supply allocations tenured to volume-based license holders through the <i>Forest Act</i> , and is subject to	Woodfibre LNG met with FLNRORD on June 2, 2020 to discuss the concerns raised herein. At the meeting, Woodfibre LNG reaffirmed its commitment to continuing to work collaboratively with the FLNRORD and forestry tenure holders in exploring opportunities for future ongoing access for forestry operations, while ensuring the safety and security of the site in accordance with EAC Condition 19. In continuing to advance related discussions held in 2018, 2019 and 2020, both	

Comment #	TAC Member	Category/Theme of Comment	Comment/ Issue Description	Woodfibre LNG Response	EAO Response
			<p><i>Forest and Range Practices Act</i> and other related legislation.</p> <p>A firm commitment is necessary to resolve the issue of access to Crown land, rather than the current EAC commitment/approach to simply discuss the issue. The existing commitment is vague and allows WLNG to control the discussion, potentially dictating Crown land and resource approaches that are FLNR responsibility without sufficiently addressing the issue. Predictability on the landbase is paramount.</p> <p>The following are suggestions to assist in resolving the issue:</p> <ul style="list-style-type: none"> a) edit the certificate condition to require a mutually acceptable solution for the access issue; b) amend the certificate or include a caveat on the extension that will accomplish the same goal as a); c) make it clear to WLNG that if given no other choice, FLNR will explore the expropriation of private land to enable access to continue. 	<p>parties agreed on next steps and a date for the next meeting in early September 2020.</p>	
33	FLNRORD – Water Allocation	Critical path resources (Page 3)	<p>The Holder of Environmental Assessment Certificate E15-02, holds water licences on Mill Creek, Woodfibre Creek, Henriette Lake, and Sylvia Lake. The water licences are held by Woodfibre LNG and require updating, maintenance of existing works, return to service, change of works, change of purpose, or abandonment and removal of works.</p> <p>Some works of the previous water licensee may still be in place, and if these works are to be removed from Crown Land or Private Land, it would be advantageous to schedule this activity while the construction equipment is on-site.</p> <p>A S.10 Use Approval 2007450 application has been submitted on Woodfibre Creek, for implementing the Air Cooling Option at the LNG Plant.</p> <p>The water licensee has not prepare a plan to confirm the future use of the water licences that he holds. It is our understanding that an LNG Plant does not require the same amount of water as a pulp and paper mill.</p> <p>Information is needed on a critical path resources basis, for adjudicating the water applications and bringing the water licences into order such that the LNG facility can be constructed and operated.</p> <p>It is recommended that during the project delay:</p> <ul style="list-style-type: none"> 1. that the water licensee prepares a Bring Into Order Plan for his water licences, such that repairs or removal of works may be undertaken while construction equipment is on-site. 	<p>Woodfibre LNG acknowledges the comments raised and is committed to addressing them with FLNRORD through the applicable permitting and licencing processes. Woodfibre LNG understands these processes to be external to the EAC extension application review process and will contact FLNRORD directly to discuss these matters.</p>	

Comment #	TAC Member	Category/Theme of Comment	Comment/ Issue Description	Woodfibre LNG Response	EAO Response
			<ol style="list-style-type: none"> 2. this Bring Into Order Plan would identify the needed amendments or abandonments for the water licences held by Woodfibre LNG. 3. that the information requirements for the S.10 Use Approval 2007450 application on Woodfibre Creek are finalized. 		
34	FLNRORD – Water Allocation	Permitting – Environmental Flow Needs (EFN) (Page 7)	<p>Environmental Assessment Certificate E15-02 required an Environmental Flow Needs (EFN) to be determined on Mill Creek.</p> <p>The Holder of the Environmental Certificate plans to advance the permits required for construction and operation of the Project.</p> <p>The Holder of the Environmental Certificate has proposed to divert water from Woodfibre Creek.</p> <p>In EAC Amendment #1 (Air Cooling), this requires a diversion of water of 0.07 cubic metres per second from Woodfibre Creek.</p> <p>The drinking water supply for Floating worker Accommodations is also to be diverted from Woodfibre Creek.</p> <p>For EAC Certificate conditions and for permitting conditions, an EFN is required on Mill Creek and on Woodfibre Creek.</p> <p>The Woodfibre LNG - Water Management Plan requires updating to review the proposed EFN, to account for the life cycle of fish species in determining an Environmental Flow Needs (EFN) for the stream.</p> <p>On Woodfibre Creek and Mill Creek, additional stage-discharge points are needed for defining the rating curve at lower flows, and within the range of the Environmental Flow Needs (EFN).</p> <p>It is recommended that during the project delay:</p> <ol style="list-style-type: none"> 1. that hydrometric measurements are taken to define the rating curves on Woodfibre Creek and Mill Creek, within the range of the Environmental Flow Needs (EFN). 2. that the Water Management Plan is updated to include the life cycle of fish species in determining an Environmental Flow Needs (EFN) on a stream. 3. that the information requirements for the S.10 Use Approval 2007450 application on Woodfibre Creek are finalized. 4. that the information requirements for the EFN on Mill Creek are finalized. 	<p>The draft Water Management Plan (WMP) is being developed consistent with EAC Condition 5 and in consultation with FLNRORD. Feedback received from FLNRORD to date on the draft WMP is appreciated and is being incorporated into the next revision of the WMP. Hydrometric measurements on Woodfibre and Mill Creeks have continued subsequent to a meeting with MFLNRO in August 2019 and the WMP has been updated to reflect the life cycle of fish species present in determining the EFN.</p> <p>Woodfibre LNG looks forward to further discussions with MFLNRORD on these topics through the development and finalization of the WMP and subsequent permitting.</p>	
35	FLNRORD – Water Allocation	Permitting – detection of flow	To support the development of an EFN on Mill Creek, and the diversion of water from Woodfibre Creek, the Holder of	The draft Water Management Plan (WMP) is being developed consistent with EAC Condition 5 and in consultation with	

Woodfibre LNG Limited Extension Request

Working Group Comment Responses

July 3, 2020

Comment #	TAC Member	Category/Theme of Comment	Comment/ Issue Description	Woodfibre LNG Response	EAO Response
		issues (Page 7)	<p>the Environmental Certificate plans to use data loggers at hydrometric stations on Mill Creek or on Woodfibre Creek.</p> <p>Where data collection involved data loggers, this requires a periodic site visit to download the data, return to the office and conduct an analysis to calculate the flows. If a data logger is lost or malfunctions, this period of record is also lost. If a flow issue arises on a stream monitored by a sensor and data logger, there is a delay in detecting this issue due to the time to conduct a site visit to obtain the data, time to analyze the data, and then detect the flow issue.</p> <p>Whereas, the Woodfibre LNG site is an active construction site and would have an active communication network installed for coordinating activities. This communications network can be used to download the hydrometric data in real time onto secure computers, reducing data loss from vandals, flow events, or equipment malfunctions. This would enable hydrometric data to be analyzed in real time, enabling flow issues to be immediately detected.</p> <p>It is recommended that during the project delay:</p> <ol style="list-style-type: none"> that wired or wireless connection are established for the collection of hydrometric data in real time on Mill Creek or Woodfibre Creek. 	<p>FLNRORD. Feedback received from FLNRORD to date on the draft WMP is appreciated and is being incorporated into the next revision of the WMP.</p> <p>Woodfibre LNG looks forward to further discussions with FLNRORD on this topic through the development and finalization of the WMP.</p>	
36	Ministry of Environment and Climate Change Strategy (ECCS) – Climate Action Secretariat	General	I would like to confirm working group participation for Hurrian Peyman and myself on behalf of CAS. We have no comments on the Extension Request.	Woodfibre LNG appreciates the Ministry of Environment and Climate Change Strategy (ECCS) – Climate Action Secretariat's review of the EAC extension application and notes that no comments were provided.	
37	Ministry of Environment and Climate Change Strategy (ECCS) – Environmental Protection Division	General	The LNG Team, Regional Operations Branch, Environmental Protection Division, will not be participating in a review of the extension request, unless there are items related to water quality, air quality, soil and sediment quality or waste discharges that would be affected. My understanding is that its simply a request for more time to substantially start construction, so the ROB LNG Team does not have any comments.	Woodfibre LNG appreciates the Ministry of Environment and Climate Change Strategy (ECCS) – Environmental Protection Division's review of the EAC extension application and notes that no comments were provided.	
38	Ministry of Health	General	Thank you for inviting the Ministry of Health to participate in the Woodfibre LNG EAC Extension Request; however, the Ministry does not have comments on the document.	Woodfibre LNG appreciates the Ministry of Health's review of the EAC extension application and notes that no comments were provided.	
39	Ministry of Municipal Affairs and Housing	General	In reviewing the extension request by Woodfibre we have no comments.	Woodfibre LNG appreciates the Ministry of Municipal Affairs and Housing's review of the EAC extension application and notes that no comments were provided.	

Comment #	TAC Member	Category/Theme of Comment	Comment/ Issue Description	Woodfibre LNG Response	EAO Response
40	Natural Resources Canada	General	We currently have no comments to the document, however we would like to remain on the distribution for updates on any Project changes as we provided expertise to the original Application.	Woodfibre LNG appreciates Natural Resource Canada's review of the EAC extension application and notes that no comments were provided.	
41	Squamish-Lillooet Regional District	SLRD Regional Growth Strategy/New Information	The SLRD's Regional Growth Strategy contains a goal and strategic directions to take action on climate change and any certificate extension should incorporate strong climate change targets;	<p>A 2019 Delphi study commissioned by the B.C. government and BC LNG Alliance comparing currently operating LNG facilities found that Woodfibre LNG would have the lowest emissions of any single source LNG plant operating today. Woodfibre LNG will be the cleanest LNG project in the world with its emissions intensity at 0.059 tCO₂e/tonne LNG. It is well below the requirements set by British Columbia's ("BC") greenhouse gas (GHG) <i>Industrial Reporting and Control Act</i>, which is 0.16 tCO₂e/tonne LNG.</p> <p>Woodfibre LNG is committed to working to reduce its GHG emissions and has taken steps to accomplish this by incorporating electric motors, plans to minimize flaring to the extent practical and safe and including a leak detection and repair system during operations (per Federal Decision Statement conditions 5.1 and 5.2).</p> <p>On June 4, 2020, Woodfibre LNG also signed an Memorandum of Understanding with Carbon Engineering (a Squamish-based clean energy company focused on the deployment of technology that captures carbon dioxide directly from the atmosphere) that will see us investigate potential ways to collaborate and work towards the Province of British Columbia's CleanBC plan, and Canada's 2030 emissions reduction goal and 2050 net-zero emissions commitment.</p>	
42	Squamish-Lillooet Regional District	New Legislation/ New Information	Any certificate extension should be in accordance with new legislation, including current climate action legislation, <i>Greenhouse Gas Reduction Targets Act</i> and the CleanBC Plan, as well as the new <i>Fisheries Act</i> ;	Woodfibre LNG asserts its commitment to strictly adhere to all current and applicable federal, provincial and municipal Acts, regulations, and bylaws including the <i>Fisheries Act</i> (as amended by Bill C-68) during all phases of the Project.	
43	Squamish-Lillooet Regional District	Timing & Stakeholder Engagement/ EAO Extension Policy Criteria	The Board has concerns with the timing and lack of stakeholder or public engagement undertaken by the applicant;	Given the sensitivities associated with announcing new construction start timelines as a component of the extension application, Woodfibre LNG's engagement strategy was to notify all stakeholders, including Squamish-Lillooet Regional District (SLRD), one day in advance of submitting the application. Woodfibre LNG is committed to continued engagement with SLRD throughout the EAO extension application review process and is available to meet outside of the EAO process as requested by SLRD.	Please refer to EAO's response to Comment #8 regarding the <i>Environmental Assessment Act</i> (2018), above.
44	Squamish-Lillooet Regional District	Herring Activity /New Information	The Board has concerns with future disturbance/increased activity on herring spawn;	Woodfibre LNG is required under existing EAC conditions to develop management and monitoring plans for fish (including herring).	

Woodfibre LNG Limited Extension Request

Working Group Comment Responses

July 3, 2020

Comment #	TAC Member	Category/Theme of Comment	Comment/ Issue Description	Woodfibre LNG Response	EAO Response
45	Squamish-Lillooet Regional District	Employee Accommodation (Page 5, Section 1.2)	The Board has concerns with the proponent using housing as a rationale for the need for a certificate extension, as housing was raised at the outset of the process.	Woodfibre LNG worked diligently between 2016 and 2019 in pursuit of housing solutions for non-local workers with several local businesses, the Provincial government, and Squamish Nation to seek housing solutions to provide long-term housing benefits to the Nation, the community of Squamish and/or the Squamish Lillooet Regional District. Due to a lack of available land, prohibitive district and regional regulations towards temporary workforce accommodations, and further community feedback, in 2019 Woodfibre LNG decided to apply for an Amendment to the project's Environmental Assessment Approvals to house construction workers in a floating worker camp ("a floatel"). The time taken to identify the preferred worker housing option is one of several factors that has contributed to the need for the extension.	
46	Squamish-Lillooet Regional District	General	THAT the Squamish-Lillooet Regional District (SLRD) Board generally supports the Environmental Assessment Certificate extension application submitted by Woodfibre LNG Limited ("Woodfibre") but such SLRD support is conditional upon the certificate extension including a condition that the greenhouse gas emissions in relation to the Woodfibre LNG facility/operations must be net zero by 2050.	Woodfibre LNG is committed to working to reduce its GHG emissions and has taken steps to accomplish this by incorporating electric motors, plans to minimize flaring to the extent practical and safe and including a leak detection and repair system during operations (per Federal Decision Statement conditions 5.1 and 5.2). On June 4, 2020, Woodfibre LNG also signed a Memorandum of Understanding with Carbon Engineering (a Squamish-based clean energy company focused on the deployment of technology that captures carbon dioxide directly from the atmosphere) that will see Woodfibre LNG investigate potential ways to collaborate and work towards the Province of British Columbia's CleanBC plan, and Canada's 2030 emissions reduction goal and 2050 net-zero emissions commitment.	
47	Squamish Nation	General	We received notice that the Woodfibre LNG Project Environmental Assessment Certificate (EAC) is set to expire on October 26, 2020. Further to this, WLNG has submitted to the Environmental Assessment Office (EAO) an Application for a one-time, five-year extension to the provincial Environmental Assessment Certificate (EAC) under Section 31 of the <i>Environmental Assessment Act</i> (2018). We appreciate you sending the notice and keeping the Squamish Nation informed of such potential changes to the provincial EAC. Under the Squamish Nation Environmental Assessment Process, we have mechanisms in place to address any changes in the Project that may require amendments to the Squamish Nation Environmental Assessment Certificate. We will engage directly with WLNG	Woodfibre LNG appreciates Squamish Nation's review of the provincial EAC extension application and looks forward to further engagement on the application and Squamish Nation EAC.	

Woodfibre LNG Limited Extension Request

Working Group Comment Responses

July 3, 2020

Comment #	TAC Member	Category/Theme of Comment	Comment/ Issue Description	Woodfibre LNG Response	EAO Response
			to discuss whether its application to the EAO for an extension has any affect on the Squamish Nation EAC. If there are any concerns that require EAO consideration, we will be in contact to discuss.		
48	Transport Canada	Navigable Water	<p>Transport Canada understands that the proponent has submitted or will be submitting applications for authorization under the <i>Canadian Navigable Waters Act</i>. Transport Canada recommends the proponent to clarify whether the following projects are included under the existing EA certificate or the amendment of the existing EA certificate:</p> <ol style="list-style-type: none"> 1) The Floatel and access gangway 2) The bridges connecting the footpath from the floatel to the Woodfibre site 3) Access Dock Replacement Project <p>Construction workers camp mooring site (northwest of the crew access dock)</p>	Woodfibre LNG looks forward to engaging with Transport Canada (TC) during the <i>Canadian Navigable Waters Act</i> authorization application review process for the works listed. Woodfibre LNG understands this process to be external to the EAC extension application review process and has recently received related correspondence on this subject directly from TC. Woodfibre LNG will contact TC directly to further discuss these matters.	
49	Transport Canada	TERMPOL (Page 5)	It is noted on page 5 of the extension request document that Woodfibre LNG initiated TERMPOL review process through submission to Transport Canada in 2015. It has been awhile since we last heard from the proponent on this process. Can we get an update from the proponent on their timeline/next steps regarding the TERMPOL review process?	Woodfibre LNG is committed to the TERMPOL process and implementing recommendations consistent with mitigation measure M7.2-7 identified within the EA Application. Following completion of the EAC extension, Woodfibre LNG anticipates continuing the review with Transport Canada in 2021 and looks forward to the completion and publication of the TERMPOL report in accordance with TERMPOL process timelines.	
50	Tsleil-Waututh Nation	Pre-construction (Page 2)	What does Woodfibre need to do in terms of completing pre-construction?	<p>Tsleil-Waututh Nation and Woodfibre LNG met via videoconference on June 18, 2020 and discussed the responses described herein.</p> <p>Pre-construction requirements relate to those activities necessary to fulfill commitments and conditions of the Project's federal, provincial and Squamish Nation Environmental Assessment approvals and obtain required permits ahead of construction. Pre-construction EA commitments are identified in the Federal Decision Statement, BC Environmental Assessment Certificate and Squamish Nation Environmental Assessment Agreement.</p>	
51	Tsleil-Waututh Nation	Pre-construction (Page 2)	With COVID-19 causing a pause in most cases, what if construction does not start in 2021? With COVID-19 restrictions, is Woodfibre still able to complete pre-construction activities so that they are substantially started? What project activities are currently active?	As noted in the EAC extension application, Woodfibre LNG recognises that unpredictable implications of external factors including the outcome of our preferred contractor's Chapter 11 proceedings and the COVID-19 pandemic will affect Project timelines. If it is not possible to start construction as planned in 2021, Woodfibre LNG is committed to starting construction as soon as practical thereafter, consistent with the commitments and conditions of our approvals. Woodfibre LNG will ensure that when construction does start, it proceeds in	

Woodfibre LNG Limited Extension Request

Working Group Comment Responses

July 3, 2020

Comment #	TAC Member	Category/Theme of Comment	Comment/ Issue Description	Woodfibre LNG Response	EAO Response
				<p>accordance with applicable Acts, regulations, and Orders related to COVID-19 consistent with construction projects and construction camps that have continued to operate throughout the pandemic.</p> <p>Woodfibre LNG is working to advance the pre-construction activities described in the preceding response to enable approval of physical activities related to 'substantial start'. The majority of these pre-construction activities are continuing, however, on a schedule adjusted to meet the revised construction timeline.</p> <p>Project activities currently active include advancing pre-construction requirements and site maintenance activities.</p>	
52	Tsleil-Waututh Nation	Contractor (Page 2)	Woodfibre's contractor is going through Chapter 11 proceedings in the US. Has COVID-19 impacted this process? If there is a delay in legal proceedings, what is the likelihood that this contractor will still be preferred?	Woodfibre LNG is not directly involved in these proceedings and cannot comment whether COVID-19 has delayed these legal proceedings in the US. Woodfibre LNG is unable to disclose commercially sensitive information related to contract negotiations with its contractors.	
53	Tsleil-Waututh Nation	Main Project Elements (Page 3)	Should an amendment be granted, which main primary elements could potentially be started first?	As noted in section 1.3 (page 6) of the EAC extension application, construction start, as defined by Woodfibre LNG's provincial EAC, is currently planned during least risk timing windows. As such, the first phases of construction may include site preparation (e.g. earthworks), the installation of facilities to support site access (e.g. docks and/or barge landings) and temporary facilities (e.g. buildings).	
54	Tsleil-Waututh Nation	Remediation (Page 3)	Is a certificate from MoE needed after site remediation is complete? What site remediation activities remain?	<p>The Woodfibre site has been issued a Certificate of Compliance (CoC) by the Ministry of Environment. The CoC is an instrument which certifies that a contaminated property has been satisfactorily remediated to meet the applicable standards set by the <i>Environmental Management Act</i> and the Contaminated Sites Regulation. No certificate from MOE is anticipated upon completion of these activities.</p> <p>Remaining site clean-up activities include, but are not limited to, closure of the historic landfill, removal of concrete and buildings and where required removal of contaminated soil consistent with the COC.</p>	
55	Tsleil-Waututh Nation	Floatel (Page 5)	Has COVID-19 impacted the timeline for when amendment 3 is expected to be issued (beyond Q3 2020)?	It is difficult to forecast how COVID-19 has or will affect timelines for EAC amendment no.3 (floating worker accommodation). At this time, the BC EAO, Squamish Nation and the Impact Assessment Agency of Canada are advancing their review and Woodfibre LNG anticipates that amendment no. 3 issuance will be delayed beyond Q3 into Q4 2020.	
56	Tsleil-Waututh Nation	Permits (Page 7)	If the extension amendment is approved, what permits is Woodfibre looking to apply for first?	Woodfibre LNG would be looking to apply first for permits related to the elements that would be anticipated to start first	

Comment #	TAC Member	Category/Theme of Comment	Comment/ Issue Description	Woodfibre LNG Response	EAO Response
				including those associated with site preparation (e.g. earthworks), site access facilities (e.g. docks and barge landings) and temporary facilities (e.g. buildings).	
57	Tsleil-Waututh Nation	New Information (Page 7)	<p>Data in the EMPs and in the original EAC were collected years ago. If an extension is granted, TWN requests a review of studies to ensure the most updated information is being included for monitoring and mitigation during construction and operation. In particular, TWN is concerned about outdated information for fish, including herring, marine mammals including killer whales and Greenhouse Gas Emissions including the Project's influence on the Province and Canada's ability to meet its climate targets. A lot of research has been completed since the EAC was granted including further research on the stressors affecting SRKW and a few landmark IPCC reports (1.5 degrees; oceans and cryosphere) outlining the effects of climate change on the environment and on communities. In previous comments to the EAO and to Woodfibre, TWN has already flagged the inadequacy of Project data as the data used for the assessment were only representative of 25 years of impacts (the original 25-year export license) instead of 40 years of impacts (the current export license).</p>	<p><u>Baseline Data Update</u> As noted in the EAC extension application, Woodfibre LNG is committed to supplementing the existing multi-year baseline datasets, where required, to support monitoring of Project effects and effectiveness of mitigation measures. Baseline work was undertaken in 2019 for herring and wildlife surveys and is ongoing in 2020, including surveys for herring, wildlife, stream mapping and marine water quality in support of monitoring and permitting.</p> <p>At the June 18, 2020 meeting, TWN expressed concern that baseline updates should be collated into a single document to avoid missing any information requirements. Woodfibre LNG explained that through the development of EMPs and permit applications, monitoring information and detailed baseline information requirements would be defined at the time those processes were advanced.</p> <p>Going forward, Woodfibre LNG is committed to working with TWN, and other Indigenous Groups to identify concerns and incorporate comments received in the development and implementation of EMPs and major permits. Woodfibre LNG looks forward to advancing further discussions with TWN through a recently established technical table, including the review of work plans, studies, EMPs, permits and identifying opportunities for TWN to participate in the implementation of EMPs, baseline data collection and monitoring requirements.</p> <p><u>GHG Emissions Update</u> A 2019 Delphi study commissioned by the B.C. government and BC LNG Alliance comparing currently operating LNG facilities found that Woodfibre LNG would have the lowest emissions of any single source LNG plant operating today. Woodfibre LNG will be the cleanest LNG project in the world with its emissions intensity at 0.059 tCO₂e/tonne LNG. It is well below the requirements set by British Columbia's ("BC") greenhouse gas (GHG) <i>Industrial Reporting and Control Act</i>, which is 0.16 tCO₂e/tonne LNG.</p> <p>Woodfibre LNG is committed to working to reduce its GHG emissions and has taken steps to accomplish this by incorporating electric motors, plans to minimize flaring to the extent practical and safe and including a leak detection and</p>	

Comment #	TAC Member	Category/Theme of Comment	Comment/ Issue Description	Woodfibre LNG Response	EAO Response
				<p>repair system during operations (per Federal Decision Statement conditions 5.1 and 5.2).</p> <p>On June 4, 2020, Woodfibre LNG also signed a Memorandum of Understanding with Carbon Engineering (a Squamish-based clean energy company focused on the deployment of technology that captures carbon dioxide directly from the atmosphere) that will see us investigate potential ways to collaborate and work towards the Province of British Columbia’s CleanBC plan, and Canada’s 2030 emissions reduction goal and 2050 net-zero emissions commitment.</p>	
58	Village of Lions Bay	Commitment to project Page 1, 1.1	<p>Company President David Kean states Woodfibre LNG is fully committed to constructing and operating the Project. Woodfibre LNG Limited is a privately held Canadian company based in Vancouver, and a subsidiary of Pacific Oil & Gas Limited, which is part of the Singapore-based RGE group of companies. After five years, a final investment decision has not been made and market conditions for LNG have changed. BCEAO should require confirmation of the parent company’s commitment to ensure this is a sustainable project. It is important to the communities in this region the parent company is financially committed to meeting the conditions of the environment certificate and will be financially accountable should a catastrophic accident occur. The financial structure of the company should be a consideration during uncertain times.</p>	<p>Woodfibre LNG is fully committed to fulfilling all its commitments with regard to the Woodfibre LNG Project and the Woodfibre site. As described in the extension application, Woodfibre LNG’s commitment to the Project is demonstrated by the efforts taken to clean up and remediate the historic site, achieve key milestones in engineering design, permitting and Indigenous engagement and advance pre-construction requirements.</p>	
59	Village of Lions Bay	Substantially commenced/safety Page 3, 1.2	<p>There is no evidence the company has commenced work to seismically upgrade the Henrietta Lake Dam. A condition of the permit issued by the BC Oil and Gas Commission requires “Confirmation that the Henriette Lake Dam (Water licence F126618) has sufficiently addressed the recommendations and conclusions from the 2010 seismic assessment completed by Sandwell Engineering. “</p> <p>This is a multi-million dollar seismic upgrade, the company would have been fully aware of the significant investment required. A debris flow from this dam remains a hazard to the marine environment and human safety. The BCEAO should require work be commenced knowing up to 10.3 million cu. metres of impounded water would come down Woodfibre Creek should significant seismic activity occur. The location of the proposed Floatel would be another trigger for requiring the dam be made safe.</p>	<p>The permit issued by the BC Oil and Gas commission requires Woodfibre LNG to confirm, to the satisfaction of the OGC, prior to any commissioning and operations, that the recommendations and conclusions for Henriette Lake Dam (Water licence F126618) identified in the 2010 seismic assessment completed by Sandwell Engineering have been sufficiently addressed. Woodfibre LNG is fully committed to complying with this condition consistent with the permit requirements.</p> <p>A separate review process for Woodfibre LNG’s application to amend its EAC to include floating worker accommodation is ongoing. Woodfibre LNG is in the process of responding to the comments received from the public and technical advisory committee through that process.</p>	

Comment #	TAC Member	Category/Theme of Comment	Comment/ Issue Description	Woodfibre LNG Response	EAO Response
60	Village of Lions Bay	Substantially commenced/lack of community trust Page 5	<p>It is understood this project is still under the substitution agreement with Impact Assessment Cooperation Agreement Between Canada and British Columbia and therefore assessment of marine shipping impacts apply.</p> <p>LNG carriers travelling through Howe Sound pose significant risk to communities along the route. Public concerns are well documented. We disagree with WFLNG stating a key project milestone was the initiated TERMPOL review. WFLNG committed to making the TERMPOL report public, as stated in the final Environmental Assessment report. Quotes from 2015 working group meeting with WFLNG: <i>EAO: When will the TERMPOL report with agency recommendations be completed? Will the report be available within the next 3 months, to be considered prior to completion of the EA? Will recommendations be included in the EMP (Marine Transportation Management Plan)? Woodfibre: TERMPOL process is 80% complete, Woodfibre is expecting to submit to technical review committee in July/August. Final report anticipated approx. 6 months following completion of the EA. It has been five years and this review is still not concluded.</i> There is a lack of transparency regarding the delays to conclude this review Numerous concerns related to shipping safety continue to be unanswered such as where an LNG carrier would take refuge in Howe Sound, what safety measures are in place to address a fire, what exclusions zones will be imposed. From attending the Oceans Protection Plan Workshops hosted by Transport Canada we know Transport Canada has not updated its regulations for transport of noxious and hazardous cargo and has not considered information related to the properties of LNG published by Clear Seas, Centre for Responsible Shipping. This information confirms and supports many of the concerns raised by the public that were contradicted by the BCEAO. A comparison of the information provided by Clear Seas, an objective organization established under the Federal Conservative Government to advise policy under the goals to achieve World Class Tanker Safety Standards. More information to support this statement can be provided on request.</p> <p>Communities in Howe Sound have not been advised or engaged in Safety management planning. Climate change and predicted increase of wildfires due continue to be a risk. LNG is a high risk industry with off gassing and flaring, explosions and fires pose a true threat.</p>	<p>Consistent with the original Environmental Assessment (EA), Woodfibre LNG is committed to implementing the recommendations of the TERMPOL process (M7.2-7 in section 22 of the EA application). Several of the questions the reviewer raised are intended to be answered by this process. The TERMPOL process specifically considers LNG terminal facilities, navigational safety including route safety, vessel safety and pollution prevention. Following completion of the EAC extension, Woodfibre LNG anticipates continuing the review with Transport Canada in 2021 and looks forward to the completion and publication of the TERMPOL report in accordance with TERMPOL process timelines.</p> <p>Consistent with the requirements of section 11 of the Federal Decision Statement, Woodfibre LNG will, prior to construction and in consultation with relevant federal and provincial authorities and Aboriginal groups, develop an emergency response plan in relation to the Designated Project.</p>	

Comment #	TAC Member	Category/Theme of Comment	Comment/ Issue Description	Woodfibre LNG Response	EAO Response
61	Village of Lions Bay	New information impacting certificate Page 7, 1.4	<p>The following bullet points represent new information since 2015. We believe these would impact conclusions reached in the certificate:</p> <ol style="list-style-type: none"> 1. Underwater noise impacts on: <ul style="list-style-type: none"> o Threatened Northern Resident whales identified in Howe Sound in 2018 o Underwater propeller and noise impacts on the 10 Glass Sponge Reef marine refuges considered core protected areas. 2. Cumulative impacts related to: <ul style="list-style-type: none"> o Proposed gravel barge terminal at Watts Point situated less than 3 kms. from the Woodfibre site. o Risks and recommendations identified in the Cumulative Effects assessment reports for Howe Sound. 3. Commitment to reduce GHG emissions under the Province of BC <i>Climate Accountability Act</i>. WFLNG operations will increase greenhouse gas emissions in Howe Sound airshed due to methane flaring and upstream emissions. WFLNG should be required as a condition of the certificate to offset or achieve ways to reduce GHG emissions in BC. Many communities in Howe Sound have declared a Climate Emergency. Increased GHG emissions by one industrial operation without local offsets is contrary to the Carbon reduction goals of the region. 4. Market conditions for LNG have changed posing a threat to the purpose of the project which is to profit from the sale of LNG in the Asian market. In order for this project to be sustainable, BCEAO should require updated profit assumptions that support the rationale for this project. 5. Numerous plans, Provincial and Federal Acts and regulations trending towards ensuring a more sustainable future have not been mentioned. 6. The new <i>Environmental Assessment Act</i> seeks to enhance public confidence, yet the BCEAO has not required any public comment period related to this extension request and failed to notify all previous working group member communities. 7. Fortis BC, BC Oil and Gas and BC Hydro have updates and changes that have not been 	<ol style="list-style-type: none"> 1. Underwater noise <ul style="list-style-type: none"> • Northern resident whales were considered in the original EA (section 5.19) and consistent with EAC condition 9, Woodfibre LNG is developing a marine mammals management plan in consultation with DFO, OGC and Indigenous Groups. • The original EA also considered glass sponges in both the EA application (Section 5.16.2.4.1) and Marine Baseline Studies Report (Appendix 5.10). Known locations of glass sponges from a literature review are shown in Figure 3 of Appendix 5.10 and are consistent with published locations today. As noted in response to comments from the Village of Lions Bay in 2015, the velocity produced by a LNG carrier propeller wash is considered negligible on sponge reefs due to dissipation of the prop-wash with distance from the sailing line. 2. Cumulative Effects <ul style="list-style-type: none"> • The original EA considered Watts Point (and a barge out zone) in the cumulative effects list (section 4 table 4-6) and was considered, where applicable, for multiple valued components e.g., light, marine fish and atmospheric sound. • The Howe Sound cumulative effects current condition assessment reports published by the BC Government address aquatic ecosystems, forest visual quality, grizzly bear, Roosevelt elk and marbled murrelet. Woodfibre LNG is committed to developing applicable management plans that address potential effects to these species e.g., wildlife management plan and visual quality management plan (EAC conditions section 12 and 20 respectively). However, as noted in the valued component selection document approved by the BCEAO the likelihood of grizzly bear or elk on the project site is negligible and as such, these species are not considered directly. 3. GHG Emissions <ul style="list-style-type: none"> • A 2019 Delphi study commissioned by the B.C. government and BC LNG Alliance comparing currently operating LNG facilities found that Woodfibre LNG would have the lowest emissions of any single source LNG plant operating today. Woodfibre LNG will be the cleanest LNG project in 	<p>The review of the Application is informed by technical reviewers that include the relevant federal, provincial and local governments, as well as Indigenous nations. All comments received by technical reviewers and Indigenous nations during the review of the extension will be posted publicly.</p>

Comment #	TAC Member	Category/Theme of Comment	Comment/ Issue Description	Woodfibre LNG Response	EAO Response
			<p>communicated to the public or referenced in this extension. While this piece of the project is viewed separately, the sum of the three parts needs to be considered as one. What new information is material to this project from hydro and Fortis?</p> <p>8. Pandemic Planning – based on the impacts cited by WFLNG causing delays to the project, what plans does WFLNG have in place and how does this pandemic impact worker accommodations? Worker housing shortages were known to be an issue back in 2015, we do not accept this as new knowledge impacting delay.</p>	<p>the world with its emissions intensity at 0.059 tCO2e/tonne LNG. It is well below the requirements set by British Columbia’s (“BC”) greenhouse gas (GHG) <i>Industrial Reporting and Control Act</i>, which is 0.16 tCO2e/tonne LNG.</p> <ul style="list-style-type: none"> • Woodfibre LNG is committed to working to reduce its GHG emissions and has taken steps to accomplish this by incorporating electric motors, plans to minimize flaring to the extent practical and safe and including a leak detection and repair system during operations (per Federal Decision Statement conditions 5.1 and 5.2). • On June 4, 2020, Woodfibre LNG also signed a Memorandum of Understanding with Carbon Engineering (a Squamish-based clean energy company focused on the deployment of technology that captures carbon dioxide directly from the atmosphere) that will see us investigate potential ways to collaborate and work towards the Province of British Columbia’s CleanBC plan, and Canada’s 2030 emissions reduction goal and 2050 net-zero emissions commitment. <p>4. While Woodfibre LNG acknowledges that LNG market conditions are subject to fluctuation, information related to the profitability of the Project are commercially sensitive and confidential and cannot be released.</p> <p>5. Woodfibre LNG asserts its commitment to strictly adhere to all current and applicable federal, provincial and municipals Acts, regulations, and bylaws including the <i>Fisheries Act</i> (as amended by Bill C-68) during all phases of the Project.</p> <p>6. The BCEAO will respond to this comment.</p> <p>7. Fortis and BC Hydro projects are separate projects with separate proponents. This extension application is only relevant to Woodfibre LNG’s EAC. Information regarding the Fortis and BC Hydro projects can be requested from those proponents directly.</p> <p>8. Woodfibre LNG is committed to safety. Pandemic planning for worker accommodation would follow applicable guidance e.g., BC Centre for Disease Control. https://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/covid-19/covid-19-pho-guidance-large-industrial-work-camps.pdf</p>	

Woodfibre LNG Limited Extension Request

Working Group Comment Responses

July 3, 2020

Comment #	TAC Member	Category/Theme of Comment	Comment/ Issue Description	Woodfibre LNG Response	EAO Response
				<p>Woodfibre LNG worked diligently between 2016 and 2019 in pursuit of housing solutions for non-local workers with several local businesses, the Provincial government, and Squamish Nation to seek housing solutions to provide long-term housing benefits to the Nation, the community of Squamish and/or the Squamish Lillooet Regional District. Due to a lack of available land, prohibitive district and regional regulations towards temporary workforce accommodations, and further community feedback, in 2019 Woodfibre LNG decided to apply for an Amendment to the project’s Environmental Assessment Approvals to house construction workers in a floating worker camp (“a floatel”). The time taken to identify the preferred worker housing option is one of several factors that has contributed to the need for the extension.</p>	

Woodfibre LNG Project – Extension Technical Review

Comment Tracking Memo

APPENDIX 1 – Comments from the Initial Woodfibre LNG EA, May 2015

EA Public Consultation Process and Procedural Framework

- Only one public information session was held on Bowen Island. This gathering was held in our community school and consisted of three separate focus rooms. The attendees were able to chat with the proponent, the Province, and the independent environmental professionals all set-up in separate spaces. The feedback I heard was that community members would have preferred a town hall type format where discussions and the flow of information would allow for greater understanding of the project and the potential issues. From a philosophical perspective the separation of each actor group into siloed rooms emulated the non-sustainable, reductionist paradigm within which the procedural structure has been built. A systems approach would allow all stakeholders and knowledge holders to gather and exchange ideas, questions, and comments.
- The public information session for this complex project was held late into the EAO procedural framework. The Bowen Community has expressed the angst they felt when trying to assimilate the reams of technical information to produce coherent feedback and substantive comments within the time allotted.
- The proponent-based model with the inherent proponent based sanctioned science is, I believe flawed at its core. Not only is the technical content potentially intimidating to the public but the only way to dispute the findings is through a counter study. Where literature exists that is contrary to the proponent's claims some "guarantee" of true scientific impartiality is feasible. With the proponent-based studies prepared for this EA (and EA's within this current paradigm), often supplemental site-specific literature does not exist. The EA is then reliant on the science gathered by professionals of the proponent's choosing and works funded by the proponent. If published data does not exist for a specific aspect of the EA then an appendix of citizen science; local, traditional and First Nations knowledge; and grey literature should be available as reference material.
- If the goal of public consultation is to reach all strata of our population, the information must be presented in plain language. Some sort of "scientific interpretation" mechanism should be instated. If the proponent-based model continues, at least one requirement of each scientific document should be that an interpretive summary (grade 6-8 level) be included.
- To improve transparency dissemination of Working Group's comments as they emerge would help. Shrouding results for a designated period may contribute to distrust of the process.

Proposed Seawater Cooling System

- There is a need for non-proponent funded qualified specialists to be retained for further study and analysis of complex issues. Dynamic panarchical (eco)systems at various temporal and spatial scales are omnipresent throughout the LAA and beyond. These natural cycles require understanding prior to decision making. WLNG EA *Section 5.18* (forage fish) states that no forage fish were known to spawn in the LAA. Recent citizen science has proven this not to be true. Please see the following links for amazing herring spawn evidence (video provided by John Buchanan).

April 30, 2015: https://www.youtube.com/watch?v=A3ehfMe_omY

Heavy herring spawn on south and northeast sides of Woodfibre, and at Foulger Creek

March 23, 2015: <https://www.youtube.com/watch?v=TP5d0uLgB64>

Herring spawn south of Woodfibre. This spawn began about .7 km south of WF and stretched south of Foulger Creek

Woodfibre LNG Project – Extension Technical Review

Comment Tracking Memo

Feb 22, 2015: <https://www.youtube.com/watch?v=mv355CBG4e4>

Herring spawn from the south side of Woodfibre to Foulger Creek.

Although this research/documentation would be classified as ‘grey’ there *is* value in its findings. For me, this evidence makes me question other claims of species’ and spawning absence. Short snippets of time, inadequate public consultation, and a lack of local and traditional knowledge gathering produces holes in scientific evidence accentuating those that are inherent in this report (lack of up to date and site-specific data). The Woodfibre LNG EA document says the closest herring spawn to Woodfibre is 3.5 km across the channel from Woodfibre.

- Additional studies on the effects of water temperature and chlorination on brown algae are required to ensure that spawning habitat will not be affect (the use of “may affect” is not accurate enough...this term is widely used in the supplementary memos related to the seawater cooling system).
- To truly evaluate the potential impacts that the proposed project and the associated seawater cooling would have on species such as herring, an up to date baseline needs to be established through mixed methodologies over time. This data and knowledge should be in place prior to allowing questionable technologies into a recovering ecosystem.
- The supplement intake and outflow memos provided by Hemerra lacks in site specific data. None of the environmental impact assessment from various projects (case studies) that utilize seawater cooling are in Howe Sound nor are impacts to herring spawning habitat and habits documented. Nor are any of the presented case studies in areas of suspected ecosystem recovery.

Siting of the Proposed Woodfibre LNG Project

- Even with all the qualified professionals talking about the safety of LNG tankers in Howe Sound one outstanding concern remains. The siting of the proposed Woodfibre LNG project is not congruent with internationally recognised Society of International Gas Tanker and Terminal Operators (SIGTTO) standards. Namely, the proposed project situated within a fjord system is not recognised by SIGTTO as “safe” siting. When proponents of LNG talk about great safety related track records it could be attributed to the standards set by SIGTTA being adhered to. That is not the case for the proposed Woodfibre LNG project where some SIGTTO standards will be breached.

Fresh Water Drawdown from Woodfibre Creek

- Impacts to flora and fauna related to freshwater usage from Mill Creek are presented in the EA. If during the proposed industrial activity (after the intake is established in the creek) deleterious effects on biota in and around the creek are identified ...what is Woodfibre LNG’s Plan B?
- Where would the freshwater supply come from?

Local Government Resolutions

- The fact remains that the District of West Vancouver, the Village of Lions Bay, the Town of Gibsons and Bowen Island Municipality all passed resolution that urge the federal government to ban the passage of LNG tankers in Howe Sound.
- Most recently, the District of Squamish passed a resolution that stated opposition to the proposed project.
- The citizens who would be most directly affect by the proposed Woodfibre LNG tanker traffic have spoken. How is this going to be addressed?

From: [REDACTED]
To: [Ron McLaughlin](#); [Council](#); [Agenda](#); [Peter DeJong](#)
Subject: Re: Lions Bay Beach Park Parking
Date: Monday, July 20, 2020 12:40:02 PM

Thanks for your prompt reply.

I fully understand your concerns and agree with you, but please note that I cant see how 16/20 extra parking spots will produce the over capacity and hence the inadequate social distance you mention in a PUBLIC open area as the beach park.

As far as I understand, and as mentioned every time by BC Provincial health officer Bonnie Henry, it is encouraged that people enjoy outside places maintaining social distance and its discouraging to see how some communities are selfish enough to try to stop other neighbors to do so.

Thanks for your time.

Get [Outlook for Android](#)

From: Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>
Sent: Monday, July 20, 2020 10:58:20 AM
To: Estela Santas [REDACTED] Council <council@lionsbay.ca>; Agenda <agenda@lionsbay.ca>; Peter DeJong <cao@lionsbay.ca>
Subject: Re: Lions Bay Beach Park Parking

Good morning Estela.

Lions Bay is a welcoming Community. Since the start of the pandemic we have become the destination of choice for hiking and beach goers. We are overrun most sunny days.

Your assertion that all other areas in BC have re-opened is factually incorrect. As an example, all beach parking lots in Stanley Park remain closed.

Our park and beach are very small. Council and staff are extremely concerned about over capacity and a lack of social distancing occurring. This is not a point of discussion. The parking lot closure is part of our strategy to reduce the number of visitors who come by car. If you arrive early enough, you may be able to use one of the designated parking areas above the highway. Transit is also available with drop off near the beach.

Trusting this response is prompt enough for you,

Ron McLaughlin
Mayor

The Village of Lions Bay

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada

Tel: (604) 921-9333 | Cell: (604) 353-7138 | www.lionsbay.ca

This email is intended only for the persons addressed and may contain confidential or privileged information. If you received this email in error, it'd be appreciated if you'd notify the sender and delete it. Statements and opinions herein are made by their authors in a personal capacity, and are not binding on the Municipality of the Village of Lions Bay ("Municipality") until contracted. This email is the property of the Municipality and may not be reproduced or further disseminated in whole or part without the Municipality's consent. It may be exempt from disclosure under the British Columbia Freedom of Information and Protection of Privacy Act and other freedom of information or privacy legislation, and no admissible disclosure of this email can be made without the consent of the Municipality.

From: Estela Santas [REDACTED]
Sent: Monday, July 20, 2020 10:36 AM
To: Council <council@lionsbay.ca>; Agenda <agenda@lionsbay.ca>
Subject: Lions Bay Beach Park Parking

To who may it concern,

I am very interested to hear the situation of the parking at Lions Bay beach park and I would like to understand why it remains closed whilst all other areas in the North Shore (and in most of BC) have been re-opened for public access a while ago.

It is a public beach and not having public parking seems a grave injustice.

I look forward to your prompt response,

Estela Santas
Neighbor of West Vancouver
[REDACTED]

From: [REDACTED]
To: [Council: Agenda](#)
Subject: Parking restrictions
Date: Tuesday, July 21, 2020 3:34:01 PM

To: Ron McLaughlin and Lions Bay City Counsel

The current parking restrictions in Lions Bay come across as problematic in that residents can be territorial of the public beaches, parks and trails of Lions Bay. The recent change in which non-residents can no longer park on Brunswick Road to access the beach is a measure that makes it clear the community wants to keep outsiders out. My car was towed yesterday, without realizing the parking restrictions had changed, this mistake cost me \$280.00.

My friend and I both have been working hard as nurses through the COVID-19 pandemic and needed a day to relax and enjoy ourselves in a respectful and safe way. I truly do not understand why this should be a problem. In all honesty, the residents of Lions Bay have made it almost impossible for non-residents to enjoy this public beach. The COVID-19 pandemic is a serious issue and social distancing is extremely important, however distancing should not be a problem at Brunswick Beach if you cautiously make an effort to distance. I noted that some locals were not making this effort.

It is important to remember that this land is the unceded territory of the Coast Salish Peoples. We are all visitors on this land, and trying to claim ownership is unwise and unethical. Your community should not be able to control communal land in this way. Property owners can choose to stay on their property if they feel unsafe.

I grew up in this area and feel sad that the community has become so exclusive. With all the distress in the world right now, I wish people with so much privilege would be open to sharing space, space that no resident can claim as their own.

My request is to open up access to the parking area on Brunswick Road and to reconsider what you put people through by towing their cars from Lions Bay, deep into North Vancouver.

Thank you for your consideration. I look forward to hearing back from you.

Kristin Nelson

From: [REDACTED]
To: [Council: Agenda](#)
Subject: Lions Bay Postal Issues
Date: Monday, June 22, 2020 1:29:54 PM

Dear Mayor and Council,

Hope this note finds you well. My name is Sonia, and I'm a resident of Lions Bay.

I am emailing you to voice my frustration at the changes occurring with our post. I understand that Canada Post has decided to take postal delivery and packages into their own hands out of the local store.

This has resulted in irregular and unreliable hours to pick up post and packages. I have yet to see the Canada post employee and my packages have been sitting there for well over a week.

I understand that Canada Post is of federal jurisdiction, but **I urge you as our Lions Bay council to pressure the company to return to the previous process.**

--

Kind regards,

Sonia Takhar



From: [Agenda](#)
To: [Lions Bay Office](#)
Subject: FW: Parking on Mountain Drive #2
Date: Thursday, July 16, 2020 10:38:22 AM

From: Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>
Sent: Monday, June 22, 2020 11:57 AM
To: Andrea B [REDACTED]
Subject: Re: Parking on Mountain Drive

Hi Andrea. Thank you very much for returning my call and providing verbal feed back on the subject in addition to your written comments. It was greatly appreciated that you wrote in. Thank you.

Regards and keep well,

Ron McLaughlin

Mayor

The Village of Lions Bay

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada
Tel: (604) 921-9333 | Cell: (604) 353-7138 | www.lionsbay.ca

This email is intended only for the persons addressed and may contain confidential or privileged information. If you received this email in error, it'd be appreciated if you'd notify the sender and delete it. Statements and opinions herein are made by their authors in a personal capacity, and are not binding on the Municipality of the Village of Lions Bay ("Municipality") until contracted. This email is the property of the Municipality and may not be reproduced or further disseminated in whole or part without the Municipality's consent. It may be exempt from disclosure under the British Columbia Freedom of Information and Protection of Privacy Act and other freedom of information or privacy legislation, and no admissible disclosure of this email can be made without the consent of the Municipality.

From: Andrea B <[REDACTED]>
Sent: Sunday, June 21, 2020 4:17 PM
To: Council <council@lionsbay.ca>
Subject: Parking on Mountain Drive

Hi there,

I just wanted to get in touch as I read the minutes from the last council meeting in regards to village parking.

I am definitely in favor of starting to open up 'some' of the parking for hikers. But, I was a little surprised to read the take, that residents are unable to park by there properties so to aid them you

will look at opening up Mountain Dr parking again. As one of the residents on Mountain dr, we get hit hard by this every year!

During the nice weather months it is rare we can park anywhere near our property, and it does get tiring. I am not suggesting that Mountain Dr not be open up to the hikers, but to possibly consider holding back a couple spots each block that are for residents only...?

Sincerely,

Andrea Bradshaw

[REDACTED]
[REDACTED]

Get [Outlook for Android](#)

From: [Ron McLaughlin](#)
To: [REDACTED] [Agenda](#); [Peter DeJong](#)
Subject: Re: Village parking
Date: Tuesday, June 30, 2020 9:28:57 AM

Good morning Barbara.

It was good to chat on Friday. Thank you for providing me with a better understanding of the hiker situation on Glendale. Council's next meeting will be at the end of July and I wanted to write to you as a follow up earlier rather than later.

As I mentioned Friday morning, my Mayor's Message in the Village Update to be released later in the afternoon, would cover many of your topics. Council has no regrets in taking the actions that have occurred to date. Practiced throughout the Village, we will continue to put public safety and the desires of affected residents first. To ensure the best result we will continue to monitor, assess, and revise parking as necessary. As an information point, not just in Brunswick, there is no non permit parking below the highway except for our closed lots in central and KG.

MOTI closed the Brunswick off ramp to parking at our request. Our intention was to provide relief to the Brunswick residents vs. facilitating casual guests. To the best of my knowledge this along with other measures we have recently taken in Brunswick has been very well received by them. Also in the Village Update was notice that we would be canvassing the Brunswick residents on a variety of issues such as removal of the MOTI no parking signs, garbage cans to facilitate casual guests, greater access' to the beaches, portable washrooms, and parking at Chrystal Falls road etc.. We expect to have the information back in September and it will be the bedrock of our strategy in the area going forward.

Regards and keep well, and Happy Canada Day,

Ron McLaughlin

Mayor

The Village of Lions Bay

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada

Tel: (604) 921-9333 | Cell: (604) 353-7138 | www.lionsbay.ca

This email is intended only for the persons addressed and may contain confidential or privileged information. If you received this email in error, it'd be appreciated if you'd notify the sender and delete it. Statements and opinions herein are made by their authors in a personal capacity, and are not binding on the Municipality of the Village of Lions Bay ("Municipality") until contracted. This email is the property of the Municipality and may not be reproduced or further disseminated in whole or part without the Municipality's consent. It may be exempt from disclosure under the British Columbia Freedom of Information and Protection of Privacy Act and other freedom of information or privacy legislation, and no admissible disclosure of this email can be made without the consent of the Municipality.

From: Barbara Enns [REDACTED]
Sent: Friday, June 26, 2020 9:36 AM
To: Council <council@lionsbay.ca>; Agenda <agenda@lionsbay.ca>
Subject: Village parking

Mayor Mclaughlin and council

I am writing to voice my concern over the number of parking spaces in Lions bay and Brunswick Beach that are available to non residents. No parking signs seem to be everywhere.

I have spoken to many young people who drive out from Vancouver to hike the mountains and are denied any place to park. We would be outraged if other municipalities prevented us from accessing their trails and beaches.

Surely we can be more welcoming than this.

i am also wondering why all the parking on the right hand side of the exit to Brunswick Beach is now a tow away zone. As far as i can tell there is no non resident parking available in Brunswick, it is all permitted except for a couple of spots at the top of Crystal Falls Road where one can start the trail up beside Magnesia Creek. i hope my alerting this to you does not mean that you will put up a no parking sign there too.

Thanks for listening.

Barbara Enns
[REDACTED]

From: [Naizam Jaffer](#)
To: [REDACTED]
Cc: [Peter DeJong](#); [Council](#); [Agenda](#); [Pam Rooke](#)
Subject: RE: Traffic Calming needed on Lions Bay Ave FOLLOW UP
Date: Monday, June 29, 2020 7:50:49 PM

Good evening Mr. Brown,

The radar speed sign is a portable unit designed to be relocated within the community. It is a data recorder and analyzer that also displays vehicular speed so that drivers can see how fast they're going. While the order was placed shortly after the meeting where Council approved the funding, the unit's delivery was much delayed due to supply chain issues caused by Covid.

Once the unit arrived, we had installed it in Brunswick due to an outstanding issue with respect to the speed in the neighbourhood – That was on June 23, 2020. Today, I asked staff to relocate the sign to Lions Bay Avenue where it will remain to collect data. I will provide you with data once it's been in place for a week or more.

All the best,

Naizam (Nai) Jaffer

Public Works Manager | Village of Lions Bay
Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0
Public Works Yard (604) 921-9833 | www.lionsbay.ca

This email is intended only for the persons addressed and may contain confidential or privileged information. If you received this email in error, it'd be appreciated if you notify the sender and delete it. Statements and opinions herein are made by their authors in a personal capacity, and are not binding on the Municipality of the Village of Lions Bay until contracted. Be aware that this email is the property of the Municipality and may not be disseminated in whole or part without consent. This email may be exempt from disclosure under the British Columbia Freedom of Information and Protection of Privacy Act and other freedom of information or privacy legislation, and no admissible disclosure of this email can be made without the consent of the Municipality. Conversely, be aware that any response to the sender may be subject to disclosure under a freedom of information request.

From: Gary Brown [REDACTED]
Sent: Friday, June 26, 2020 2:35 PM
To: Naizam Jaffer <njaffer@lionsbay.ca>
Cc: Peter DeJong <cao@lionsbay.ca>; Council <council@lionsbay.ca>; Agenda <agenda@lionsbay.ca>; Pam Rooke <finance@lionsbay.ca>
Subject: Re: Traffic Calming needed on Lions Bay Ave FOLLOW UP

Hi Naizam and all,

Just a follow up on the traffic situation on Lions Bay Ave. Today is filming day at the beach. It is EXTREMELY busy with automobile traffic and pedestrians. Some of the auto traffic operate at a safe speed, A LOT DO NOT. Either too fast down the hill or putting their foot into the accelerator going back out. I see kids, toddlers, dogs, walkers, runners, cyclists of all kinds mixed in with this very unpredictable traffic. What I see is concerning from a safety stand point, today and pretty much most days. A lot of speed neglect by marina patrons including contractors and freight companies.


On a day to day basis the amount of traffic either knowingly or unknowingly carrying too much speed is concerning given the amount of people and animals moving through this corridor.

Traffic should be moving DEAD SLOW for the safety of all.

I recently noticed the install of a speed sign and signage in Brunswick Beach and I remain optimistic that a form of traffic calming measures are coming also to Lions Bay Ave.

Regards

Gary Brown



From: Gary Brown
Sent: Tuesday, April 28, 2020 12:43 PM
To: Naizam Jaffer <njaffer@lionsbay.ca>
Cc: Peter DeJong <cao@lionsbay.ca>; Council <council@lionsbay.ca>; Municipal <agenda@lionsbay.ca>; Pam Rooke <finance@lionsbay.ca>
Subject: RE: Traffic Calming needed on Lions Bay Ave result of COVID19

Hello Naizam,

Thank you for your follow up email and this is great news !
There is a good example of traffic calming with the installation of this type of device on Royal Ave in lower Horseshoe Bay. When in place it seems very effective (at least I'm always slowing down there) and the fact that you will be able to collect data, this device will be a useful around the village I am sure.

In my opinion it would be nice to see traffic calming on Lions Bay Ave equivalent to that on Bayview Road by the school. Those speed bumps and stutter crossings definitely keep traffic calm and well below 40km/hr. Currently a lot of the traffic coming down Lions Bay Ave would be air-born at the current speed/momentum if they were to encounter the same speed bumps. Likewise a lot of traffic going up Lions Bay Ave have their foot into the gas pedal as they travel up. Similar to Royal Ave in Horseshoe Bay maybe signage limiting the speed limit to 30km/hr along this section with the radar speed sign to back it up in peak times will be effective calming.

This purchase is a great first step. Kudos to the village for this, it really needs to be safer here for

both motorized and pedestrian traffic to mix and mingle in and around the CN crossing area of Lions Bay Ave.

Sincerely

The Browns,
42 Lions Bay Ave

From: Naizam Jaffer [<mailto:njaffer@lionsbay.ca>]
Sent: April-24-20 12:50 PM
To: Gary Brown [REDACTED]
Cc: Peter DeJong <cao@lionsbay.ca>; Council <council@lionsbay.ca>; Municipal <agenda@lionsbay.ca>; Pam Rooke <finance@lionsbay.ca>
Subject: RE: Traffic Calming needed on Lions Bay Ave result of COVID19

Hello Mr. Brown,

At this past Tuesday's Council meeting, I presented a report to Council on Traffic Calming and per my message below, Council has approved the purchase of a radar speed sign that will also track traffic volumes and speeds. Once the 2020 Municipal Budget has been approved, I will place the order for this \$6,000.00 sign (50% of this purchase will be covered by a Grant from ICBC).

This will enable us to collect the data required to determine what our next steps are. I trust this is to your satisfaction. Please feel free to reach out to me should you have more questions or concerns.

All the best,

Naizam (Nai) Jaffer
Public Works Manager | Village of Lions Bay
Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0
Public Works Yard (604) 921-9833 | www.lionsbay.ca

This email is intended only for the persons addressed and may contain confidential or privileged information. If you received this email in error, it'd be appreciated if you notify the sender and delete it. Statements and opinions herein are made by their authors in a personal capacity, and are not binding on the Municipality of the Village of Lions Bay until contracted. Be aware that this email is the property of the Municipality and may not be disseminated in whole or part without consent. This email may be exempt from disclosure under the British Columbia Freedom of Information and Protection of Privacy Act and other freedom of information or privacy legislation, and no admissible disclosure of this email can be made without the consent of the Municipality. Conversely, be aware that any response to the sender may be subject to disclosure under a freedom of information request.

From: Gary Brown [REDACTED]
Sent: Wednesday, April 8, 2020 1:20 PM
To: Naizam Jaffer <njaffer@lionsbay.ca>
Cc: Peter DeJong <cao@lionsbay.ca>; Council <council@lionsbay.ca>; Municipal <agenda@lionsbay.ca>; Pam Rooke <finance@lionsbay.ca>
Subject: RE: Traffic Calming needed on Lions Bay Ave result of COVID19

Hello Naizam,

Thank you for your reply email.

Fantastic to see the signage at those critical points and kudos to the Village and your team for making this happen.

As suggested I will reach out to our by-law enforcement with any beach or parking problems that I may see.

As for “traffic calming” in this particular area of Lions Bay Ave, it is my opinion that the Village should review the usage, obtain the meaningful data, and carry out preventative measures (whether bumps, bulb-outs, signage or otherwise) in order to mitigate the risk of an accident here. COVID19 aside, these past few summer seasons have been very busy with pedestrians and autos sharing this narrow Avenue. Simply because we “don’t know” or “can’t prove it” does not negate our “responsibility” to mitigate risk. ! I am happy to hear about council’s appetite for initiating this process. Should there be anything I can do personally to assist, please do not hesitate to reach out at any time.

Sincerely

Gary Brown

From: Naizam Jaffer [<mailto:njaffer@lionsbay.ca>]

Sent: April-08-20 11:48 AM

To: Gary Brown [REDACTED]

Cc: Peter DeJong <cao@lionsbay.ca>; Council <council@lionsbay.ca>; Municipal <agenda@lionsbay.ca>; Pam Rooke <finance@lionsbay.ca>

Subject: RE: Traffic Calming needed on Lions Bay Ave result of COVID19

Good Morning Mr. Brown,

Thank you for reaching out to us with your valid concerns during these trying times. I have been asked by Council to respond to your message and add that Mayor and Council were unanimous in their stance on deterring visitor during this pandemic.

I am happy to advise you that last Sunday, April 5, 2020, CAO Peter DeJong asked me to have Public Works install signage at all the exits off the Sea to Sky Highway into Lions Bay advising people that our beach parks are closed and that there is no parking unless you have a valid permit. Six 6-foot x 4-foot signs were ordered on Monday morning and will be picked up by staff today for installation before the long weekend. One of these signs will be installed on the south-west corner of the intersection of Lions Bay Avenue and the southbound Sea to Sky highway onramp.

Further to this, Bylaw Enforcement Officers (BEO’s) will be actively patrolling the Village as well and ask that your reach out to them should you observe any issues with respect to parking. I know that

CAO DeJong will be speaking to the BEO's with directions on areas to focus their enforcement activities on.

With respect to traffic calming, typically these types of measures are installed after significant data gathering on the speeds and volumes of traffic present in a given area – save for your anecdotal information, we are lacking such data. Traffic calming measures such as speed bumps / humps and bulb-outs have significant costs attached to them and each type of measures come with their own pros and cons. All of this needs to be taken into account prior to making a decision on these types of infrastructure. There is an appetite from Council to review modest measures and I will be preparing a report for the next Council meeting for discussion.

Again, thanks for reaching out and stay safe and healthy over this Easter long weekend. Please feel free to reach out to me for any further questions or concerns.

All the best,

Naizam (Nai) Jaffer

Public Works Manager | Village of Lions Bay

Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0

Public Works Yard (604) 921-9833 | www.lionsbay.ca

This email is intended only for the persons addressed and may contain confidential or privileged information. If you received this email in error, it'd be appreciated if you notify the sender and delete it. Statements and opinions herein are made by their authors in a personal capacity, and are not binding on the Municipality of the Village of Lions Bay until contracted. Be aware that this email is the property of the Municipality and may not be disseminated in whole or part without consent. This email may be exempt from disclosure under the British Columbia Freedom of Information and Protection of Privacy Act and other freedom of information or privacy legislation, and no admissible disclosure of this email can be made without the consent of the Municipality. Conversely, be aware that any response to the sender may be subject to disclosure under a freedom of information request.

From: Peter DeJong <cao@lionsbay.ca>

Sent: Thursday, April 2, 2020 5:49 PM

To: Naizam Jaffer <njaffer@lionsbay.ca>

Subject: FW: Traffic Calming needed on Lions Bay Ave result of COVID19

Hi Nai,

Please see incoming correspondence below.

Peter DeJong, BA, LLB, CRM

Chief Administrative Officer

The Municipality of the Village of Lions Bay www.lionsbay.ca

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada

Village Office (604) 921-9333 | Fax (604) 921-6643

This email is intended only for the persons addressed and may contain confidential or privileged information. If you received this email in error, it'd be appreciated if you notify the sender and delete it. Statements and opinions herein are made by their authors in a personal capacity, and are not binding on the Municipality of the Village of Lions Bay until contracted. Be aware that this email is the property of the Municipality and may not be disseminated in whole or part without consent. This email may be exempt from disclosure under the British Columbia Freedom of Information and Protection of Privacy Act and other freedom of information or privacy legislation, and no admissible disclosure of this email can be made without the consent of the Municipality. Conversely, be aware that any response to the sender may be subject to disclosure under a freedom of information request.

From: Ron McLaughlin
Sent: Thursday, April 2, 2020 5:40 PM
To: Peter DeJong <cao@lionsbay.ca>
Subject: Fw: Traffic Calming needed on Lions Bay Ave result of COVID19

FYI

Ron McLaughlin

Mayor

The Village of Lions Bay

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada
Tel: (604) 921-9333 | Cell: (604) 353-7138 | www.lionsbay.ca

This email is intended only for the persons addressed and may contain confidential or privileged information. If you received this email in error, it'd be appreciated if you'd notify the sender and delete it. Statements and opinions herein are made by their authors in a personal capacity, and are not binding on the Municipality of the Village of Lions Bay ("Municipality") until contracted. This email is the property of the Municipality and may not be reproduced or further disseminated in whole or part without the Municipality's consent. It may be exempt from disclosure under the British Columbia Freedom of Information and Protection of Privacy Act and other freedom of information or privacy legislation, and no admissible disclosure of this email can be made without the consent of the Municipality.

From: Gary Brown [REDACTED]
Sent: Thursday, April 2, 2020 4:17 PM
To: Council <council@lionsbay.ca>; Municipal <agenda@lionsbay.ca>
Subject: Traffic Calming needed on Lions Bay Ave result of COVID19

Good afternoon,

My name is Gary Brown, our family lives in 42 Lions Bay Ave.

I am writing to advise you of the situation unfolding in our neighborhood as a result of COVID 19.

Since our purchase in Lions bay in 2013 I have worked remotely from my home office directly overlooking the street from 42 Lions Bay Ave. 2 homes up from the CN tracks just above Rob&Ruth Simons. I watch the street from my desk most of the days Monday through Friday and of course we are living here on the weekends.

There is lots going on here in front of 42 Lions Bay Ave, the automobile and pedestrian traffic has EXPLODED. Our little Avenue has been flooded with auto traffic in the forms of COVID19 city escapee's , non-stop Marina traffic, locals traffic, delivery couriers, now add in pedestrians, cyclists, scooters, skateboards - locals trying to stay sane, dog walkers, etc. It's a non-stop mix all getting

together and squeezing down this steep, narrow, blind corner and blind convex piece of Lions Bay Ave in and around the CN rail crossing.

There is an accident waiting to unfold here. Believe me, as I'm writing this a young boy is rollerblading down the Avenue with a hockey stick and just landed himself on his ass in front of my driveway, a vehicle had to stop.

I believe it may be prudent to take some immediate action in the form of TRAFFIC CALMING. Vehicles need to move through here with EXTREME CAUTION. Maybe signage coming down Lions Bay Ave and going up in and around the CN crossing. SLOW DOWN / USE EXTREME CAUTION / PEDESTRIANS

Sincerely,
Gary Brown

From: [Ron McLaughlin](#)
To: [REDACTED]
Cc: [Peter DeJong](#); [Agenda](#)
Subject: Fw: 50 KG Way
Date: Monday, July 6, 2020 8:57:41 AM
Attachments: [Outlook-Shared wit.png](#)

Good morning Ty. No one feels good getting a \$270 ticket. For ease of quick reference I have excerpted part of your email below, and attached some pictures I took the other day when I saw your situation first hand.

I am sure for the safety of you and your neighbors, that you concur unrestricted access to the hydrant by our Fire Department in case of need is of high importance. The amount of the fine reflects the seriousness of an infraction.

The hydrant is on municipal property as is the lower portion of your driveway. You mention you will be disputing the ticket and I have copied CAO DeJong, who as the contesting officer will be making the decision, with my reply to you. As part of his due diligence I am sure he will investigate whether you were or weren't warned beforehand about the consequences of parking in front of the hydrant.

Our KG lot is closed as there is no access to the beach due to the treatment plant construction. We will not be opening it to facilitate cliff jumpers. The cars driven by casual guests (cliff jumpers) across the street from you were not parked illegally. There is no signage on the downhill side of the street to preclude parking. It appears to be the only area in Upper KG that does not require a permit. Council does not want to facilitate cliff jumping and I have asked staff in their meeting this morning to consider placing signage to eliminate this loop hole.

Regards and keep well,

Ron McLaughlin

Mayor

The Village of Lions Bay

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada

Tel: (604) 921-9333 | Cell: (604) 353-7138 | www.lionsbay.ca

This email is intended only for the persons addressed and may contain confidential or privileged information. If you received this email in error, it'd be appreciated if you'd notify the sender and delete it. Statements and opinions herein are made by their authors in a personal capacity, and are not binding on the Municipality of the Village of Lions Bay ("Municipality") until contracted. This email is the property of the Municipality and may not be reproduced or further disseminated in whole or part without the Municipality's consent. It may be exempt from disclosure under the British Columbia Freedom of Information and Protection of Privacy Act and other freedom of information or privacy legislation, and no admissible disclosure of this email can be made without the consent of the Municipality.

From: Ron McLaughlin <ronmclaughlin@telus.net>
Sent: Sunday, July 5, 2020 10:19 AM
To: Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>
Subject: 50 KG Way



Ron McLaughlin

Mayor

The Village of Lions Bay

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada

Tel: (604) 921-9333 | Cell: (604) 353-7138 | www.lionsbay.ca

This email is intended only for the persons addressed and may contain confidential or privileged information. If you received this email in error, it'd be appreciated if you'd notify the sender and delete it. Statements and opinions herein are made by their authors in a personal capacity, and are not binding on the Municipality of the Village of Lions Bay ("Municipality") until contracted. This email is the property of the Municipality and may not be reproduced or further disseminated in whole or part without the Municipality's consent. It may be exempt from disclosure under the British Columbia Freedom of Information and Protection of Privacy Act and other freedom of information or privacy legislation, and no admissible disclosure of this email can be made without the consent of the Municipality.

From: ty Giovanni [REDACTED]
Sent: Friday, July 3, 2020 2:51 PM
To: Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>; Council <council@lionsbay.ca>
Subject: Re: Parking ticket on my driveway

Hi Ron, I was told by one of the members to bring this to your attention. I have posted it on the Lions Bay Neighbors FB page last week.

[REDACTED]

[REDACTED]

[REDACTED]

Yesterday afternoon as I was coming home, there was no parking available on our street, on upper Kelvin grove, the whole street was packed w. illegally parked "N", Kitsillano, West End sticker cars (kids that come to the jump cliff off the tracks, as Kelvin Grove does not shave any hiking trail start points) so I had to park at the end of my driveway. My car fit perfectly I did not encroach onto the

street, I was parked 100% on my own driveway. Today morning, as I am going down to pick up the empty bins being Friday, I see a \$270 ticket on my car for parking too close to a fire hydrant!!!! I got a parking ticket on my own freaking driveway on my fully registered, insured, proper Lions Bay parking sticker displayed, paid for car!!!!!!!! Yes I do have a fire hydrant on my driveway, yes literally on my driveway, but that hydrant has been there for 30+ YEARS!!!!!!

Obviously I went to the village to dispute it, they asked me to email them this and that and submit it. OK, I will.

Then I go for a walk in the afternoon, and the bylaw lady strikes up a chat with me, that I was walking a different dog than the last time (yes, I was walking a fostered dog), so I told her that, and said to her "Thank you for the ticket" sarcastically, then she said: "I could have had your car towed". I did not argue with her just told her that "I will deal with it."

Have we all gone insane? I grew up in Soviet occupied communist Hungary, Have seen a lot of evil, senseless, dumb things in my life but this is a first!

From: [REDACTED]
To: [Ron McLaughlin](#)
Cc: [Peter DeJong](#); [Agenda](#)
Subject: Re: Traffic fix - delineator post on Lions Bay Ave
Date: Friday, July 17, 2020 2:19:50 PM
Attachments: [image.png](#)

That sounds great. Thank you for putting it into the system :)

From: Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>
Sent: Friday, July 17, 2020 1:45:18 PM
To: Kate Pratt [REDACTED]
Cc: Peter DeJong <cao@lionsbay.ca>; Agenda <agenda@lionsbay.ca>
Subject: Re: Traffic fix - delineator post on Lions Bay Ave

Hi Kate. Thank you for writing to us. By writing when you did it gives staff an opportunity to consider your request and be ready with a recommendation when your email comes up in Council's correspondence review on Tuesday, July 28th.

Warm regards,

Ron McLaughlin

Mayor

The Village of Lions Bay

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada

Tel: (604) 921-9333 | Cell: (604) 353-7138 | www.lionsbay.ca

This email is intended only for the persons addressed and may contain confidential or privileged information. If you received this email in error, it'd be appreciated if you'd notify the sender and delete it. Statements and opinions herein are made by their authors in a personal capacity, and are not binding on the Municipality of the Village of Lions Bay ("Municipality") until contracted. This email is the property of the Municipality and may not be reproduced or further disseminated in whole or part without the Municipality's consent. It may be exempt from disclosure under the British Columbia Freedom of Information and Protection of Privacy Act and other freedom of information or privacy legislation, and no admissible disclosure of this email can be made without the consent of the Municipality.

From: Kate Pratt [REDACTED]
Sent: Friday, July 17, 2020 11:05 AM
To: Council <council@lionsbay.ca>; Ron McLaughlin <ronmclaughlin@telus.net>
Subject: Traffic fix - delineator post on Lions Bay Ave

Hello all,

The new speed signs on Lions Bay Ave are a welcome sight, especially in the summer with increasing traffic. Thank you.

It has reminded me of another safety measure I hope will be of interest to council, and quick and easy to implement.

I ask Council to consider putting in some traffic 'delineator posts' (I had to look up the name) in front of the Native Garden. There are a few feet of space between the white line and the edge of the road. Many people use this for walking; and many cars go over the white line - which can be noted by the faded (now almost non-existent) white of the line in that area. It has been on my mind for sometime that a couple of well-placed, permanent posts would prevent cars from drifting over, and hopefully prevent a pedestrian accident.

Thank you to Council in advance for their consideration.

Kind Regards,
Kate



From: [REDACTED]
To: [Ron McLaughlin](#)
Cc: [Agenda](#); [Peter DeJong](#)
Subject: Re: Just adding my voice re: parking, beach etc...
Date: Monday, July 20, 2020 10:33:51 AM

Thank you for the quick response! We appreciate the info & the effort being put towards finding solutions! Thanks, Ron
Erin

On Mon, Jul 20, 2020 at 10:17 AM Ron McLaughlin <mayor.mclaughlin@lionsbay.ca> wrote:

Good morning Erin and Darrin.

Your email is similar themes to a few others that I have received since Friday. There is no other way to describe what is occurring other than to say that Lions Bay is being overrun. Our being a friendly and welcoming community is tested most sunny days due to volume and a lack of travel manners by our casual guests. I wish I had better news but I don't. We have no more parking to offer and our enforcement is at capacity.

Our staff will be reviewing your correspondence when Council does on the 28th. We have a speed monitor currently in use on LB Avenue. I will ask staff to consider moving it to Mountain when the work it is doing at LB Avenue is finished. In addition to lowering speed, the monitor gives us numbers and patterns from which we can make decisions on.

Thank you very much for your offer of support.

Regards and stay well,

Ron McLaughlin

Mayor

The Village of Lions Bay

PO Box 141, [400 Centre Road, Lions Bay, BC V0N 2E0, Canada](#)

Tel: (604) 921-9333 | Cell: (604) 353-7138 | www.lionsbay.ca

This email is intended only for the persons addressed and may contain confidential or privileged information. If you received this email in error, it'd be appreciated if you'd notify the sender and delete it. Statements and opinions herein are made by their authors in a personal capacity, and are not binding on the Municipality of the Village of Lions Bay ("Municipality") until contracted. This email is the property of the Municipality and may not be reproduced or further disseminated in whole or part without the Municipality's consent. It may be exempt from disclosure under the British

Columbia Freedom of Information and Protection of Privacy Act and other freedom of information or privacy legislation, and no admissible disclosure of this email can be made without the consent of the Municipality.

From: Erin French [REDACTED]
Sent: Monday, July 20, 2020 9:34 AM
To: Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>; Jaime Cunliffe <councillor.cunliffe@lionsbay.ca>; Council <council@lionsbay.ca>
Subject: Just adding my voice re: parking, beach etc...

Happy Monday?

I wanted to add my voice just so that it's another voice sharing a similar concern regarding what's happening on sunny weekends:) I know you've heard it all so no need to repeat it all, but what I can offer is a view from Sunset. Cars parking is not our main issue, rather speeding cars up Mountain to Sunset, on a street where a new family has moved in is a concern! This family has brought other young kids out resulting in kids on the street - so great!!!! But cars rushing to find a parking spot, then quickly turning around makes it very dangerous for these kiddos!! Visitors also park in our shared entry as they google other places to park when the lots is full, which isn't the end of the world, but annoying! The beach yesterday - Wowza!!! I'm all for sharing, but it's angering when as a local, you can't use the beach that you help support with tax dollars, or from the fundraiser etc... I overheard 2 ladies yesterday saying that they wanted to stay, but just couldn't because it was so busy!

Thank you for all your hard work on this issue - I know it's not new and I realize there is no way to please everyone! Happy to help or support if needed

Erin French / Darrin Hotte

[REDACTED]

From: [Ron McLaughlin](#)
To: [Peter DeJong](#); [Agenda](#)
Subject: Fw: RE; Parking issues and frustration from local residents
Date: Monday, July 20, 2020 2:48:35 PM

Ron McLaughlin

Mayor

The Village of Lions Bay

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada

Tel: (604) 921-9333 | Cell: (604) 353-7138 | www.lionsbay.ca

This email is intended only for the persons addressed and may contain confidential or privileged information. If you received this email in error, it'd be appreciated if you'd notify the sender and delete it. Statements and opinions herein are made by their authors in a personal capacity, and are not binding on the Municipality of the Village of Lions Bay ("Municipality") until contracted. This email is the property of the Municipality and may not be reproduced or further disseminated in whole or part without the Municipality's consent. It may be exempt from disclosure under the British Columbia Freedom of Information and Protection of Privacy Act and other freedom of information or privacy legislation, and no admissible disclosure of this email can be made without the consent of the Municipality.

From: Trudi Luethy [REDACTED]
Sent: Monday, July 20, 2020 2:38 PM
To: Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>; Council <council@lionsbay.ca>
Subject: RE; Parking issues and frustration from local residents

To Mayor Ron & Village Council !

This is yet another e-mail from frustrated villagers!

No matter where I go these days, people talk about the parking and the huge influx of people.

The beach, the hibachi BBQ's with blazing flames.

Could we have the LB Fire Rescue Crew patrolling the Lions Bay beach over the weekends ?????

Trudi

Hi Trudi,

Yesterday Sunday, July 19th was a zoo on our street (Isleview). So many people use illegal parking. No one ticketed. Large families (many with Alberta plates) left cars up here for the day and walked to the beach. Park and Ride also full and none were ticketed even though it is marked "permit parking".

Our friend wanted to go to the beach last Thursday morning (10.30am) but when he got there, there was no parking available anywhere. He said the beach was full and loads of cars had taken all of the spots. They had no Lions Bay stickers on them. No tickets either. He came home in frustration.

The cu-de sac on Isleview was like a gong show yesterday.
Do you notice lots and lots and lots of people just driving around?

From: [Ron McLaughlin](#)
To: [Agenda](#)
Subject: Fw: Parking and Village Safety - Take Two
Date: Monday, July 20, 2020 3:23:31 PM

Hi Karla. You should have this item for correspondence as well.

Ron McLaughlin

Mayor

The Village of Lions Bay

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada

Tel: (604) 921-9333 | Cell: (604) 353-7138 | www.lionsbay.ca

This email is intended only for the persons addressed and may contain confidential or privileged information. If you received this email in error, it'd be appreciated if you'd notify the sender and delete it. Statements and opinions herein are made by their authors in a personal capacity, and are not binding on the Municipality of the Village of Lions Bay ("Municipality") until contracted. This email is the property of the Municipality and may not be reproduced or further disseminated in whole or part without the Municipality's consent. It may be exempt from disclosure under the British Columbia Freedom of Information and Protection of Privacy Act and other freedom of information or privacy legislation, and no admissible disclosure of this email can be made without the consent of the Municipality.

From: Leslie Nolin [REDACTED]
Sent: Monday, July 20, 2020 11:27 AM
To: Council <council@lionsbay.ca>
Subject: Parking and Village Safety - Take Two

Hello Mayor and Council,

It's me again.

What a weekend! Please don't open our parking. Please Please PLEASE DON'T.

I spent the weekend driving around our little village taking a peek at the village streets and the number of cars parked here there and everywhere and the number of people cramming into the parks, beaches and the like.

I am asking that we replace the concrete parking barrier for all the beach parking areas and to get our bylaw officers some help. Visitors are angry and disinterested in safety or laws. and really do not care about their impact. **They don't.**

I was chatting with our bylaw officer at the Lions Bay beach around 1:30 PM Sunday and a visitor (visitor is too kind of a word honestly) came up to her and started ranting about how she should open up parking. She stayed calm and tried to reason with him. He wasn't having it. Yelling and not minding social distancing at all. I did tell him isn't her decision or role. That it was the village's government decision and it's done to manage the number of people crammed into small spaces. I got an angry and moist "Fuck-off!". Within about 20 minutes the wooden barriers were moved aside and people just started parking in the paid parking spots in the rail parking area there.

We left the beach as there were too many people crammed in there. There were motor-cycles that parked in the Kelvin Grove parking area - way at the end because they could drive their bikes through the barriers. There were cars everywhere. Bloody everywhere.

We have to deal with this now.

This isn't for the whole year... we just need an increase now until the end of October realistically. We do.

I am not being a reactionary - you all need to protect your village.

We need:

- 2-3 MORE full time bylaw officers
- We need the concrete barriers end to end in the places no-one is supposed to park
- We need some help - OR can we put the bylaw officers at the entrances to the village?

I am asking that everyone of you including Peter Dejong come and spent a day driving around listening to folks.... it's madness! You have to live here to understand this perhaps.... but this is NOT happening in West Vancouver or North Vancouver. They have resources we do not. and they have the support of City Police. We do not.

The Residents of Lions Bay should not have to avoid our own village recreation areas because of this. We all pay for them.

Can you hold an emergency meeting or something. Things are getting hostile.

We have to act. this isn't just "getting worse".... IT IS WORSE!

This is just not manageable with the resources we have in place and it is only a matter of time before someone gets hurt or there is personal harm here.

Dogs were running around, people were drinking and smoking and tossing their smokes into the bushes. I'm from Alberta and have two big brawny brothers....this is different.

(And there was an accident at the cliffs.)

Please!!

Warmly,

Leslie A. Nolin

[REDACTED]

|



Virus-free. www.avast.com

From: [Lions Bay Office](#)
To: [Lions Bay Office](#)
Subject: FW: relaxation of amplification by-law granted to Craig Doherty
Date: Friday, July 24, 2020 3:36:22 PM
Attachments: [Minutes - June 19 2020.pdf](#)
[PastedGraphic-1.png](#)

From: Craig Doherty [REDACTED]
Sent: Wednesday, July 22, 2020 1:25 PM
To: Peter DeJong <cao@lionsbay.ca>
Cc: Simon Waterson [REDACTED] Rob Willemsen [REDACTED]
Subject: Re: relaxation of amplification by-law granted to Craig Doherty

Hi Peter,

Yes I envisaged this may be raised. The CRT indicated was that our strata council resolution of last year was overly restrictive going forward in that it put a future fetter on the strata council's ability to consider a strata by-law complaint in the future.

Given that I have to come to Village Council each year for a new mandate/exemption I also had our strata council approve this year's "music on the patio" prior to the relevant Village Council meeting on June 23, 2020.

I'm attaching our strata council minutes of June 19, 2020 and am copying in my strata council colleagues.

The only reality we have to deal with after the CRT decision is that 4 strata owners (out of a Village of 500+ homes and all of the age demographics that turn up to enjoy the music) have an ability to make a strata bylaw complaint after each music session on our Café patio (in all probability a total of 5 or 6).

Craig Doherty
Owner
[REDACTED]



From: Ron McLaughlin
Sent: Wednesday, July 22, 2020 12:37 PM
To: Susan Leeson <[REDACTED]> Peter DeJong <cao@lionsbay.ca>;
Agenda <agenda@lionsbay.ca>

Subject: Fwd: relaxation of amplification by-law granted to Craig Doherty

Thank for sending this item Susan.

Peter - this is for correspondence for Tuesday. Please also consider a recommendation on the item.

Regards,

Ron

From: Susan Leeson [REDACTED]
Sent: Wednesday, July 22, 2020, 12:29 PM
To: Council; Ron McLaughlin
Cc: Colleen Balez; Bronic; Emma Shaw; Dustin Nadeau; Dylan Smith; Eunmi Byeon
Subject: relaxation of amplification by-law granted to Craig Doherty

Dear Mayor Ron and Lions Bay Council Members

Attached please find the judgement from the CRT - Civil Resolution Tribunal - between the owner/residents (Bronic and Colleen Balez, Dylan Smith and Eunmi Byeon, Emma Shaw and Dustin Nadeau and Susan Leeson) of Strata BCS 815 - 350 Centre Road and the Strata Council (Craig Doherty, chair - Simon Waterson, vice chair and Rob Wilemsen, treasurer)

The judgement requires the BCS 815 strata council to rescind the resolution of July 10, 2019 which purported to exempt the General Store and Cafe from Strata Property Act By-Law 3 (noise by-law) thus allowing amplified music at the General Store and Cafe. The judgement also found Craig Doherty in conflict of interest as he did not recuse himself from the voting of said resolution.

In light of the CRT's judgement, we the resident/owners are requesting that the Lions Bay Council recind their relaxation of the village's amplification by-law granted to the Craig Doherty (owner General Store and Cafe) as he does not have Strata approval to hold events with amplified music.

The Strata's approval was requested by the Lions Bay Council at the July 2, 2019 meeting. The strata approval that Craig Doherty stated he had at the Lions Bay Council meeting on July 16, 2019 is not valid as stated in the CRT judgement.

Regards,
Susan Leeson
owner/resident [REDACTED]
[REDACTED]

<ST-2019-010783 Decision_L.pdf><ST-2019-010783 Order_ Validated_L.pdf>

GENERAL MEETING MINUTES**The Owners Strata Plan BCS 815 Strata Council Meeting**

Date:	Friday 19 th June 2020
Time:	9:00am
Location:	Via ZOOM audio/video link
Present:	Strata Council: Craig Doherty (President BCS815), Simon Waterson (Vice President/Secretary BCS815), Rob Willemsen (Treasurer BCS815) Guests: Colleen Balez, Susan Leeson and Emma Shaw

1. **Call to Order:** The meeting was called to order at 9:06am. Craig Doherty chaired the meeting with Simon Waterson acting as Minute Taker
2. **Approval of Notice of Meeting:** Moved by Rob and seconded by Simon. All in favour.
3. **Approval of Agenda:** Moved by Rob and seconded by Simon. All in favour. Guests in a council meeting are not usually entitled to speak unless to specific topics brought forward in advance. The Chair indicated that questions and discussion from guests would be allowed for this meeting.
4. **Finance Update:**
 - a) Craig reported that there is a combined \$77,969.77 in the chequing (\$59,215.70) and contingency (\$18,754.07) accounts
 - b) Susan had some questions but they were slightly unclear. Craig suggested that she send them within one email and they would be answered in due course by the strata bookkeeper.
5. **Lease Update:** Craig explained that the Canada Post lease is presently being negotiated and he could not discuss specifics (other than some generalities around proposed rent, that it would be a triple nett lease, it would include a demolition clause and would be 5 x 5 x 5) until such time as it was completed. Colleen asked for a copy of the Telus lease/right of way. Craig agreed to circulate the completed Telus lease/right of way.
6. **Update on Maintenance Items:**
 - a) Window and patio door glazing for units two and three and possibly six – contractors require access to be able to quote. No more can be done until residents of 1,3,4,5,6 to respond to Simon
 - b) Decks for all residential unit's – contractors require access to be able to quote. No more can be done until residents of 1,3,4,5,6 to respond to Simon
 - c) Arbor – Craig has received three quotes which were all in a similar range, however, at this point, strata council intends to delay this work until a) and b) above quoted, budgeted and are carried out. The "health" of the building and owners' apartments and of owners themselves was paramount. Craig agreed to circulate the three arbour quotes. The same contractors who are Village locals would be asked to quote on the remediation work in the apartments.
 - d) Fix vent for one of the dryers – not discussed
 - e) Soffit needs replacing between units one and two – not discussed
 - f) Weather damage to siding on the deck of unit 2 – not discussed
 - g) Hazard Risk Assessment completed – Colleen requested a copy of the report. Craig agreed to send in one email containing all docs that need circulating.
 - h) Gardening Schedule – nothing really to discuss
 - i) Unit 6 exterior plug – not discussed
7. **New Business:**
 - a) Picnic Tables on the grassed area – Craig brought forward a motion: "**That BCS 815 allow four picnic tables to be placed on the grassed area to allow for social distancing**". Colleen was concerned about the consumption of alcohol and Emma mentioned that garbage was an issue. Craig pointed out that there always had been picnic tables in the past and that there was precedent for picnic tables. He

was only asking to replace the old rotten ones for new ones and at the expense of the business. In terms of alcohol Craig indicated that someone could and should be responsible. That should be the liquor licensee. Craig will ensure that appropriate measures are put in place to monitor and regulate. Craig recused himself from voting. Rob moved, and Simon seconded. **Motion Passed.**

- b) Summer Music on Café Patio – Craig brought forward a motion: **“That BCS 815 approves and supports the owner of Commercial Strata Lot 1, the Lions Bay General Store and Café, having live amplified music on the patio on weekends from July 1 - September 30, 2020 between the hours of 12pm - 9pm”**. Colleen and Emma objected to any amplified music. Craig let the meeting know that this was similar to last year. It would only be on certain days and not both days of a weekend but he wanted the flexibility to schedule based on weather, other events in the Village, etc. The music would usually end at 6pm but that for functions he wanted the flexibility for music to be played a little later until 9pm, He indicated he would keep pursuing a consensus result and that a collaborative schedule could be agreed on but that it was unacceptable for minority owners (who knowingly bought residences in a mixed-use complex and above a commercial food and beverage business with a patio) to demand an outright prohibition. Craig recused himself from voting. Rob moved and Simon seconded. **Motion Passed.**

8. Terminate the Meeting: 9:52am

From: [Ron McLaughlin](#)
To: [Peter DeJong](#); [Agenda](#)
Subject: Fw: Lower k out of control!
Date: Monday, July 20, 2020 7:34:15 PM

Please add to correspondence.

Ron McLaughlin

Mayor

The Village of Lions Bay

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada

Tel: (604) 921-9333 | Cell: (604) 353-7138 | www.lionsbay.ca

This email is intended only for the persons addressed and may contain confidential or privileged information. If you received this email in error, it'd be appreciated if you'd notify the sender and delete it. Statements and opinions herein are made by their authors in a personal capacity, and are not binding on the Municipality of the Village of Lions Bay ("Municipality") until contracted. This email is the property of the Municipality and may not be reproduced or further disseminated in whole or part without the Municipality's consent. It may be exempt from disclosure under the British Columbia Freedom of Information and Protection of Privacy Act and other freedom of information or privacy legislation, and no admissible disclosure of this email can be made without the consent of the Municipality.

From: Devon Simpson [REDACTED]
Sent: Monday, July 20, 2020 6:09 PM
To: Council <council@lionsbay.ca>; Lions Bay Bylaw Officer <bylaw@lionsbay.ca>
Subject: Lower k out of control!

Hey,

We're at 50 sweetwater and the parking and crowd situation in lower kelvin grove is ridiculous. We have people without passes speeding down our cul-de-sac, parking in and blocking our driveway and blocking the trail down to the beach. They are literally pissing in our yard which is right across the tracks and as I just walked my dog right now there are 6 illegally parked cars with no tickets. I went to the cliffs last weekend and pulled out two HUGE bags of empty's and garbage. It is disgusting and it really saddens me to see the village I grew up in being treated this way. It never used to be like this. Can we please do something about it?! Towing? Increased tickets? There are literally 60+ people on the cliffs RIGHT NOW and no social distancing.

Please do something to help our village community! We are struggling.

Devon Simpson
[REDACTED]

From: [Ron McLaughlin](#)
To: [Peter DeJong](#); [Agenda](#)
Subject: Fwd: Concerned LB resident
Date: Thursday, July 23, 2020 4:23:05 PM
Attachments: [image002.png](#)

For correspondence.

From: Monica <[REDACTED]>
Sent: Thursday, July 23, 2020, 3:26 PM
To: Peter DeJong; Council; Ron McLaughlin
Cc: 'Jodie Braaten'; [REDACTED]
Subject: Concerned LB resident

I am respectfully writing to you regarding my concern for the high volume of people using our beach and not using social distancing during the past few weeks despite the deployment of bylaw officers and for the overflow of cars throughout the village

I understand your vision is to be open to the public and not to close doors to people outside the village. Over the years this was done sustainably where people followed safety, health and environmental regulations.

This year with COVID and the posting in the social media of the free access to the beach and hiking trails, there has been a high increase in attendance by outsiders not following parking restrictions. This not just unsightly but it is a worrisome trend since social distancing is especially not practiced.

We are not a huge village nor the trails or beaches can sustain an infinite number of people. If you look around all Provincial parks and areas that are fragile have a limited capacity of visitors which is called the 'CARRYING CAPACITY' and it not just number of people but its effect on the environment. That is why one needs to get permits to visit some sensitive natural spaces.

Jennifer, the bylaw officer told me that the capacity of the beach is 100 people (I do not know how the village came up with that number which I find is too high). Last week there were 76 people on Saturday and it felt already overloaded. The impact of 100 residents is very different than 100 outsiders. Because local people mainly walk, take their garbage home and may not use the washroom facilities. On the other hand, a high number of visitors, unfortunately, displace residents, they have to park somewhere overflowing the streets which include Panorama (more later in this note). There is only 1 washroom that is operating and we are on septic. This high number of people weekly will eventually overrun the garbage bins, the septic system, ecology of the beach not to mention parking. Myself, and neighbours do not bother anymore going there on the weekends, and I am sure others feel that way...so we open for other people to come in but we turn away/displace LB residents that pay taxes and live here?

I recommend that you and counsel increase the enforcement and decrease the allowable number of visitors by:

- Limit the number of outside people to come in by having a limited number of “tickets”/people per day i.e. maybe only 50% maximum of the carrying capacity of the beach (please revise the 100 people number seems high) to allow residents to also use the beach during the weekend. Post that on visible signs
- Limit the number of parking spaces at the beach and on the roads adjacent to it
- Have 2 bylaw officers on Saturday and Sunday during peak hours that will ticket people on the spot...no more warnings
- Tow people that are illegally parked.
- All adjacent roads should be parking for residents only.

When I go to the Vancouver West to the Kitsilano-English Bay area, all the residential streets have parking only for residents. Illegal parker get towed away. There are pay parking for visitors.

Regarding Panorama Rd myself and my neighbours are fed up with our visitors, caregivers not been able to park during the weekend and have it completely taken up with beachgoers cars. This street is level and it is one favoured by the visitors coming to hike and go to the beach. Because it curves and has a fire hydrant there is not much space available for residents' visitors to park during the weekend. We would like to recommend that Panorama Road becomes resident-only parking at all times.

Sincerely,

Monica



“Art isn’t life, art makes us realize what life is” – Picasso

Monica Gewurz

