



**REGULAR COUNCIL MEETING
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, JULY 4, 2023, AT 6:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY
AND VIA ZOOM VIDEO CONFERENCE**

Zoom Invite Link: <https://us02web.zoom.us/j/2780145720>
To join via phone, dial 778-907-2071 | Meeting ID: 278 014 5720

We are privileged to be meeting and doing work on behalf of the residents of Lions Bay on the traditional unceded territory of the Squamish and Musqueam Nations.

AGENDA

1. Call to Order

2. Closure of Council Meeting (6:00 PM)

Proposed topics for discussion in the absence of the public:

- A. Labour
- B. Legal

THAT the meeting be closed to the public on the basis of matters to be considered under the following sections of the *Community Charter* and where required, the Council does consider that the matters could reasonably be expected to harm the interests of the municipality if they were held in public:

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:

- (c) labour relations or other employee relations;
- (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;
- (f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;
- (g) litigation or potential litigation affecting the municipality;
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;
- (n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2);

Council will reconvene the open meeting at 7 pm to consider the balance of the Agenda

- 3. Reporting out from Closed portion of Meeting**
- 4. Adoption of Agenda**
- 5. Public Participation (2 minutes per person totalling 10 minutes maximum)**
- 6. Delegations (10 minutes maximum)**
None
- 7. Review and Approval of Minutes of Prior Meetings**
 - A. Regular Council Meeting – June 20, 2023 (*page 6*)
- 8. Business Arising from the Minutes**
- 9. Unfinished Business**
 - A. Follow-Up Action Items from Previous Meetings

VILLAGE OF LIONS BAY FOLLOW-UP ACTION ITEM LIST				
ACTION NO.	DATE	ITEM/ACTION/DESCRIPTION	PERSON	STATUS
265	Feb 21, 2023	Follow up with Ministry regarding Vacancy Tax and Report back to Council	Councillor Reuter	On-Going
283	June 20, 2023	Emergency Planning Committee meeting be scheduled	ECP Coordinator	Complete
284	June 20, 2023	Contact the local Member of Parliament and Member of the Legislative Assembly to inform of CN Rail’s request and seek required support	Councillor Broughton	On-Going
285	June 20, 2023	Apply for the Disaster Mitigation and Adaptation Fund or otherwise report back to Council	Staff	Due to current workflow and deadlines, work on this application will not start until July 10
286	June 20, 2023	A Fire Smart representative, in conjunction with the Fire Chief, be contacted to provide a presentation on measures to mitigate wildfire risks	Council to appoint a representative	On- Going
287	June 20, 2023	Update identified reports with recent information and report back to Council	PWM, Karl Buhr	On-Going
288		Minutes of a recent Committee of the Whole meeting be provided to Councillor Jaime Cunliffe for review	A/MC Marina Blagodarov	On-Going

Next # 289			
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10. Reports

A. Staff

- i. Accounts Payable Cheque Listing report (*page 16*)
Recommendation:
 THAT the report “Accounts Payable Cheque Listing” be received for information purposes.

- ii. Email User Access Rationalization Report (*page 20*)
Recommendation:
 THAT Council receive this report.

- iii. Stop and other Signage at Lions Bay’s three at-grade Railway Crossings (*page 22*)
Recommendation:
 THAT Council authorise the Mayor and PWM to execute the CN Agreements appended;
 THAT Council direct staff to take the following actions:

CROSSING	EXISTING STOP SIGNS	OTHER SIGNAGE	OTHER MEASURES
Brunswick Beach Road	Remove at Railway Crossing	Install stop sign and stop bar at north leg of the intersection. Install railway crossing warning signage (WA-18) for the westbound approach. Install single turn sign (WA-1) and 15 km/hr advisory speed sign on the east and west legs of the intersection.	Remove and maintain shrubs on the southwest side of the rail crossing (a work permit is required to perform brush cut on CN ROW) . Install edge lines, centreline, and double stop bars at the crossing, with dashed edge lines across driveways.

Lions Bay Avenue	Remove at Railway Crossing	<p>Install stop sign for the south (Marina) leg of the westside intersection.</p> <p>TC Inspector to determine if a Stop sign on Lions Bay Ave. southbound is acceptable. If yes, install at location recommended in ISL report. If no, install Road Crosses Rail signage per CN recommendation.</p> <p>TC Inspector to determine if 2-way Stop at exit to parking lot is acceptable: if yes, install. If no, Install single turn sign (WA-1) and 15 km/hr advisory speed sign on the east and north legs of the intersection.</p> <p>Reduce speed limit for Lions Bay Ave. westbound south of Seaview Place to 20 kilometres per hour.</p>	<p>Install edge lines, centreline, and double stop bars at the crossing, with dashed edge lines across driveways.</p> <p>Remove and maintain shrubs to a low height on the northeast corner of the railway crossing (a work permit is required to perform brush cut on CN ROW).</p>
Tidewater	Remove at Railway Crossing		Install double stop bars in advance of the railway crossing warning lights and maintain existing centreline.

B. Mayor

C. Council

D. Committees

- i. Climate Action Committee: Local Government Climate Action Program (*page 28*)
Recommendation:
 THAT Council approve staff time to file the required report by July 31, 2023; and THAT Council approve staff to work with members of the Climate Action Committee (CAC) to help get relevant supporting information; and THAT staff submit the required report on time in order to meet the funding requirements for 2023.

E. Emergency Services

11. Resolutions

12. Bylaws

13. Correspondence

- A. List of Correspondence to June 29, 2023 (*page 53*)
 THAT the following actions be taken with respect to the correspondence.

14. New Business

15. Public Questions and Comments (2 minutes on any topic discussed in this meeting)

16. Resumption of Closed Council Meeting (continuation, if applicable)

THAT the meeting be closed to the public on the basis of the matters noted in Item 2 of this Agenda.

17. Reporting out from Closed Meeting (if applicable)

18. Adjournment



VILLAGE OF LIONS BAY

**REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, JUNE 20, 2023 at 6:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY
AND VIA ZOOM VIDEO CONFERENCE**

MINUTES

In Attendance: Mayor Ken Berry
Councillor Neville Abbott
Councillor Michael Broughton
Councillor Jaime Cunliffe
Councillor Marcus Reuter

Also Present: Marina Blagodarov, Acting Municipal Coordinator
Karl Buhr, Public Works Manager
Deanna Campbell, Local Government Consultant (via videoconference)
Randy Diehl, Provincial Special Advisor (via videoconference)
Kelsey Guenette, Raincoast Ventures Ltd. (via videoconference)
(Recorder)

Public: 7 in person; 28 via videoconference

1. Call to Order

Mayor Berry called the meeting to order at 6:05 p.m.

2. Closed Council Meeting (6:00 PM)

Proposed topics for discussion in the absence of the public:

- A. Labour
- B. Legal

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* and where required, the Council does consider that the matters could reasonably be expected to harm the interests of the municipality if they were held in public:

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- (c) labour relations or other employee relations;
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 - (f) law enforcement, if the Council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;
 - (g) litigation or potential litigation affecting the municipality;
 - (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public;
 - n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2).

CARRIED

The meeting returned to open session at 7:05 p.m.

3. Reporting Out from Closed Portion of Meeting

The Mayor reported the following:

- The following motion was carried, with Councillor Reuter opposed:
THAT Deanna Campbell be appointed as the Lions Bay Corporate Officer on an interim basis.
- The following motion was carried, with Mayor Berry and Councillor Broughton opposed:
BE IT RESOLVED THAT Council hereby directs that, for a period lasting through Council's summer recess and to be revisited thereafter, there be no inclusions within the Village Update from any member of Council or other uses of the Village's communication system to residents by members of Council unless approved in advance by Council;
AND THAT any communications from Staff within the Village Update or otherwise as above be confined to brief operational updates;
AND THAT the approving jurisdiction and authority for the Village Update and other electronic communications to residents shall reside within the sole discretionary authority of the Acting Municipal Coordinator, in consultation with contractor Campbell on an ad hoc basis, as determined to be necessary by the Acting Municipal Coordinator.
- The following motion was carried, with Councillor Broughton abstaining:

BE IT RESOLVED THAT Council hereby directs that the authority of approving jurisdiction over Agendas be within the sole purview of the Acting Municipal Coordinator, in consultation with contractor Campbell on an ad hoc basis, as determined necessary by the Acting Municipal Coordinator.

- The Citizen of the Year and Distinction Award will be announced on July 1, 2023.
- The following motion was carried, with Councillors Abbott and Reuter opposed:
THAT Council approve the recommendation made by the Lions Bay Beach Park Revitalization Project Committee to accept the proposal by Millenia Architecture Corp submitted on April 28, 2023 for architectural and structural consulting services as described in the Architectural RFP issued on April 6, 2023.
- A motion made during the May 16, 2023 closed meeting to not renew the contract of Acting Chief Administrative Officer (A/CAO), Ron Miller, which expired on May 30, 2023, was carried, with Mayor Berry and Councillor Broughton opposed.
- With the guidance of provincial advisors, the CAO replacement is progressing.
- Councillor Abbott resigned from the Lions Bay Beach Park Committee during the June 6, 2023 closed meeting.

4. **Adoption of Agenda**

Moved/Seconded

THAT the agenda of the June 20, 2023 Regular Council Meeting be adopted with the following amendments:

- Addition of Item 10(A)iii Recycling
- Remove Items 10(B)i., iv., and v.
- Addition of Item 10(D)ii. Request for Decision
- Addition of Item 10(D)iii. Parking Committee and Highway Noise Committee; and

THAT the statement of etiquette for the public participation period be stated prior to Item 5.

CARRIED

Councillor Jaime Cunliffe re-stated the public viewing etiquette, as posted on the Village of Lions Bay website.

5. **Public Participation**

A. Brenda Broughton

Brenda Broughton expressed concerns regarding the potential removal of stop signs at identified railway crossings.

- B. Mary McLaughlin
 Mary McLaughlin raised concerns regarding property tax increases. There was also a concern around inaccurate information on the tax notices brochure.
- C. Randi Byrne
 Randi Byrne expressed appreciation for the decision to terminate the previous Chief Administrative Officer (CAO) and noted concerns regarding the previous Interim CAO's contract.
- D. Norma Rodgers
 Norma Rodgers requested that a process to respond to public participation questions be formed.
- E. Glen Dodd
 Glen Dodd expressed concerns regarding the disappearance of the Mayor's message in a recent Village Update.

6. Delegations

- A. None.

7. Review and Approval of Minutes of Prior Meetings

- A. Special Council Meeting – November 24, 2022
 Moved/Seconded
 THAT the Special Council Meeting Minutes of November 24, 2022 be approved, subject to confirmation of whether the Lions Bay Beach Park Advisory Committee was re-established with two Chairs or a Chair and Co-Chair (Item 6[B]i).

CARRIED
- B. Special Council Meeting – November 30, 2022
 Moved/Seconded
 THAT the Special Council Meeting Minutes of November 30, 2022 be approved as presented.

CARRIED
- C. Special Council Meeting – December 8, 2022
 Moved/Seconded
 THAT the Special Council Meeting Minutes of December 8, 2022 be approved as presented.

CARRIED
- D. Regular Council Meeting – June 6, 2023
 Moved/Seconded
 THAT the Regular Council Meeting Minutes of June 6, 2023 be approved with amendment to the statement in Item 10(B)i. to read "The organizational chart was included with meeting materials for information and would be revisited at a strategy session."

CARRIED**8. Business Arising from the Minutes**

Action: It was requested that an Emergency Planning Committee meeting be scheduled.

Moved/Seconded

THAT the noise bylaw exemption, requested by Craig Doherty, Lions Bay General Store & Café, be granted ad hoc for any events until the next Council meeting.

CARRIED**9. Unfinished Business**

A. Follow-Up Action Items from Previous Meetings

VILLAGE OF LIONS BAY FOLLOW-UP ACTION ITEM LIST				
ACTION NO.	DATE	ITEM/ACTION/DESCRIPTION	PERSON	STATUS
265	February 21, 2023	Follow up with Ministry regarding Vacancy Tax and report back to Council.	Councillor Reuter	Ongoing
280	June 6, 2023	Action item list is updated regularly.	A/MC, Marina Blagodarov	Complete
281	June 6, 2023	Look into reconstruction of speed bumps on Bayview Road near the Lions Bay Elementary School	PWM, Karl Buhr	Ongoing
282	June 6, 2023	Hiring seasonal/summer staff	Council	For Discussion

The following updates were provided:

- 265: Ongoing
- 280: Complete
- 281: A cost implications report was provided to Council with recommendation to not reconstruct the speed bumps
- 282: This discussion was moved to the closed meeting.

Moved/Seconded

THAT Council supports the staff recommendation to not proceed with speed bump reconstruction.

CARRIED

(Councillor Reuter abstained)

10. Reports

A. Staff

- i. Public Works Manager, Karl Buhr – Stop Signage at Railway Crossing
 Public Works Manager, Karl Buhr, reviewed the ISL Engineering Report, and recommended its findings be followed as railways are federally regulated.

Discussion ensued on a blind spot on the identified route and concerns that pedestrian traffic was not considered in the report.

Action: Councillor Broughton to contact the local Member of Parliament and Member of the Legislative Assembly to inform of CN Rail's request and seek required support.

Moved/Seconded

THAT Council defer decision on stop sign removal at identified railway crossings until further clarification is received from CN Rail.

CARRIED

- ii. Public Works Manager, Karl Buhr – Disaster Mitigation and Adaptation Fund
 Public Works Manager, Karl Buhr, reviewed the Disaster Mitigation and Adaptation Fund requirements, noting that it provides 40% project coverage, and a deadline to apply by July 23, 2023.

Moved/Seconded

THAT Council direct the Public Works Manager to apply for the Disaster Mitigation and Adaptation Fund or otherwise report back to Council.

CARRIED

- iii. Recycling
 During discussion, it was noted that options for residents to recycle items not permitted in regular recycling pick up were being considered by the Climate Action Committee.

B. Mayor

- i. Rain Barrels and Rain Storage tanks
 This item was removed from the agenda.

- ii. Fire Smart Initiatives

Moved/Seconded

THAT a Fire Smart representative, in conjunction with the Fire Chief, be contacted to provide a presentation on measures to mitigate wildfire risks.

CARRIED

- iii. Following the Guidance of Provincial Best Practices
 The Mayor requested that the guidance of provincial advisors on best practices be followed at the Council table, except in extraordinary situations. Discussion ensued on Council's obligation to do its best and follow good practice.
- iv. Additional Temporary Help
 This item was removed from the agenda.
- v. Appointing Village Counsel
 This item was removed from the agenda.

C. Council

- i. Renewable Diesel Request for Further Research
 Councillor Abbott reviewed the Climate Action Committee's recommendation regarding clean energy alternatives.

Moved/Seconded

THAT Council directs the Public Works Manager to update identified reports with recent information and report back to Council.

CARRIED

- ii. Code of Conduct
 Provided for information. Mayor Berry, Councillors Broughton and Abbott have signed, with Councillors Reuter and Cunliffe to provide signed copies.

D. Committees

- i. Lions Bay Beach Park Advisory Committee
 Moved/Seconded

THAT Council appoints Councillor Jaime Cunliffe to the Lions Bay Beach Park Advisory Committee.

CARRIED

- ii. Request for Decision
 This item was moved to the closed session.

- iii. Parking Committee and Highway Noise Committee
 Discussion ensued on the need to form the Parking and Highway Noise committees due to parking and traffic safety concerns within the Village.

Action: It was requested that minutes of a recent Committee of the Whole meeting be provided to Councillor Jaime Cunliffe for review.

- E. Emergency Services
 - i. None.

11. Resolutions

- A. Canada Day Fireworks
 Discussion ensued on the optics of Council overriding the current coastal fire ban.

Moved/Seconded

BE IT RESOLVED THAT as Authority Having Jurisdiction, and being advised by the Fire Chief that it may so do, Council will duly override the current Coastal Fire Centre fire ban in respect of the public fireworks display at Lions Bay Beach Park on July 1, 2023, Canada Day, on grounds that;

- i) The display will be under the control of the Lions Bay Fire Rescue department, which is capable of handling all exigencies, including but not limited to having suitable equipment to hand; and
- ii) Spectators will be kept a safe distance from firework takeoff and landing zones, by barrier; and
- iii) Staff will communicate this resolution in the Village Updates of June 23 and 30, 2023 to alleviate public misgivings in light of the fire ban.

CARRIED

(Councillors Abbott and Reuter opposed)

- B. Canada Day Event
 Discussion ensued on diagonal parking occurring in place of parallel parking during the event.

Moved/Seconded

THAT Lions Bay Bylaw Officers have discretion to not enforce parking regulations near the vicinity of the venues on Canada Day, subject to safety considerations for emergency vehicles to operate, such as in front of fire hydrants, at the fire hall or in cul-de-sacs; and

THAT the Canada Day event and its associated activities be exempt from the provisions of Noise Bylaw No. 283, 1998, as amended, pursuant to section 6(m) thereof, up to 12 midnight; and

THAT the Lions Bay Beach Park remain open until midnight.

CARRIED

12. Bylaws

None.

13. Correspondence

A. List of Correspondence to June 15, 2023

The list of correspondence was included with meeting materials for information.

Discussion ensued on insecticide/herbicide use at residences, watershed/trail access, best practices/transparency, installation of water meters, Committee terms of reference, and rainwater harvesting.

Moved/Seconded

THAT general correspondence be received for information; and

THAT Councillor Reuter respond to resident correspondence.

CARRIED

14. New Business

A. None.

15. Public Questions & Comments

A. Tamara Leger

Tamara Leger expressed concerns regarding the granting of a noise bylaw exemption for the Lions Bay General Store & Café.

Moved/Seconded

THAT the meeting be extended to 10:30 p.m.

CARRIED

B. KC Dyer

KC Dyer expressed concerns regarding the sound quality in Council chambers for those attending the meeting via videoconference.

Residents were requested to email Council with any sound quality concerns in order to determine the depth of the problem.

16. Conclusion

Moved/Seconded

THAT the open meeting be now adjourned.

CARRIED

The open meeting adjourned to a closed session at 10:01 p.m.

Mayor

Acting CAO/CFO

Date Adopted by Council:	
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DRAFT

Payment Date From 01/04/2023 To 28/06/2023 ALL Payments BY Pay Date

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Paid Amount
030329	001	05/04/2023	B0147	Bicknell, Matthew	29.47
030331	001	13/04/2023	O0048	Overholt Law LLP	3,501.12
030334	001	13/04/2023	O0048	Overholt Law LLP	1,652.62
030335	001	14/04/2023	A0009	ALS Canada Ltd	116.55
030336	001	14/04/2023	B0051	BOABC	420.00
030337	001	14/04/2023	B0140	Brown, Mary	2,789.99
030338	001	14/04/2023	B0050	Bulls-Eye Speciali	1,511.78
030339	001	14/04/2023	C0042	CUPE - Local 389	983.58
030340	001	14/04/2023	D0126	Dent, Peter & Cath	500.00
030341	001	14/04/2023	D0133	District of North	724.29
030342	001	14/04/2023	F0106	Fluent IMS	735.00
030343	001	14/04/2023	F0105	Front Counter BC	262.50
030344	001	14/04/2023	G0137	GFL Environmental	627.99
030345	001	14/04/2023	H0081	Hub Fire Engines &	842.22
030346	001	14/04/2023	I0053	Irwin Air Ltd	317.55
030347	001	14/04/2023	K0069	Kerr Wood Leidal	126.00
030348	001	14/04/2023	K0071	KJC Contracting Lt	1,843.52
030349	001	14/04/2023	L0055	Lions Bay Marina L	1,386.00
030350	001	14/04/2023	M0218	Marcon	22,750.56
030351	001	14/04/2023	M0063	Metro Vancouver Re	45,270.57
030352	001	14/04/2023	M0219	Michael Edwards &	500.00
030353	001	14/04/2023	M0114	Ministry Of Citize	141.93
030354	001	14/04/2023	P0122	Paul Bae	40.00
030355	001	14/04/2023	R0067	Raincoast Ventures	1,634.07
030356	001	14/04/2023	R0056	Receiver General	250.00
030357	001	14/04/2023	R0061	RFS Canada/ GE	512.97
030358	001	14/04/2023	R0112	Rittinger, Keegan	500.00
030359	001	14/04/2023	R0108	Roker Inc.	2,126.00
030360	001	14/04/2023	S0084	Saadatmand-Manshad	32.58
030361	001	14/04/2023	S0070	Sea to Sky Network	10,733.52
030362	001	14/04/2023	S0036	Shaw Direct	227.31
030363	001	14/04/2023	S0035	Staples Commercial	391.21
030364	001	14/04/2023	Y0072	Young Anderson	15,066.47
233364	001	15/04/2023	P0101	Precise ParkLink I	499.11
235467	001	15/04/2023	P0101	Precise ParkLink I	499.11
235468	001	15/04/2023	P0101	Precise ParkLink I	499.11
235469	001	15/04/2023	P0101	Precise ParkLink I	499.11
235470	001	15/04/2023	P0101	Precise ParkLink I	499.11
030365	001	24/04/2023	P0121	PEASI	5,152.00
030366	001	24/04/2023	B0147	Bicknell, Matthew	179.75
030367	001	24/04/2023	C0147	Cascade Wear BC Lt	53.76
030368	001	24/04/2023	C0106	Crystal Schaan	900.00
030369	001	24/04/2023	C0042	CUPE - Local 389	537.72
030370	001	24/04/2023	C0128	Custom Air Conditi	616.88
030371	001	24/04/2023	D0054	DNA Fire Doctors I	1,476.30
030372	001	24/04/2023	D0091	DS Tactical	214.19
030373	001	24/04/2023	G0118	Gildenhuys, Mattie	1,949.18
030374	001	24/04/2023	J0072	Jeffery, Karen	25.53
030375	001	24/04/2023	J0069	Jury, Mike	18.79
030376	001	24/04/2023	L0091	Lafarge Canada Inc	598.92
030377	001	24/04/2023	M0060	McRae's Environmen	3,522.75
030378	001	24/04/2023	N0083	NetNation Communic	8.96
030379	001	24/04/2023	N0098	North Yards Contra	2,714.75
030380	001	24/04/2023	R0076	Rona - All Rona in	245.52
030381	001	24/04/2023	S0108	Shaw Cablesystems	380.80
030382	001	24/04/2023	S0101	Sherine Industries	65.97
030383	001	24/04/2023	S0099	Shred-it	162.81
030384	001	24/04/2023	S0185	Stelmacker, Charit	256.60
030385	001	24/04/2023	U0060	Upanup Studios	262.50
030386	001	24/04/2023	A0005	Acklands - Grainge	734.54
030387	001	24/04/2023	M0063	Metro Vancouver Re	23,925.00
030388	001	24/04/2023	R0056	Receiver General	250.00
030389	001	24/04/2023	B0160	Seabrooke Entertai	100.00
030390	001	24/04/2023	S0179	Singh Minhas, Denn	167.99
030391	001	24/04/2023	A0005	Acklands - Grainge	734.54
030392	001	24/04/2023	H0081	Hub Fire Engines &	11.41
030393	001	26/04/2023	N0081	North Shore Pest D	210.00
030394	001	26/04/2023	M0114	Ministry Of Citize	21.93
030395	001	26/04/2023	S0177	SGC Process	806.40
030396	001	05/05/2023	A0087	Allester Engineeri	1,627.71
030397	001	05/05/2023	B0161	Boye, Hana	500.00
030398	001	05/05/2023	C0182	Chirkoff, Joseph	1,050.00
030399	001	05/05/2023	C0037	CN Railway Propert	10,350.00

Payment Date From 01/04/2023 To 28/06/2023 ALL Payments BY Pay Date

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Paid Amount
030400	001	05/05/2023	C0078	CP Automation Ltd.	2,656.77
030401	001	05/05/2023	C0093	Creus Engineering	504.00
030402	001	05/05/2023	D0091	DS Tactical	236.59
030403	001	05/05/2023	D0077	Dudley, John	1,500.00
030404	001	05/05/2023	E0081	ePACT Network Ltd.	111.96
030405	001	05/05/2023	L0133	Lallas, Kyron	138.83
030406	001	05/05/2023	L0129	Le Flag Shop	3,005.60
030407	001	05/05/2023	L0115	Limited Edition Re	500.00
030408	001	05/05/2023	L0071	Lions Bay Events C	6,250.00
030409	001	05/05/2023	L0065	Lions Bay Historic	300.00
030410	001	05/05/2023	L0134	Lions Bay Seniors	1,750.00
030411	001	05/05/2023	M0216	Mark D. Brown	3,394.94
030412	001	05/05/2023	M0217	McGunigal, Marlene	2,876.24
030413	001	05/05/2023	M0114	Ministry Of Citize	10.92
030414	001	05/05/2023	M0094	Mitchell's Towing	341.41
030415	001	05/05/2023	N0083	NetNation Communic	8.96
030416	001	05/05/2023	P0092	Protelec Security	31.50
030417	001	05/05/2023	R0067	Raincoast Ventures	4,874.97
030418	001	05/05/2023	R0056	Receiver General	250.00
030419	001	05/05/2023	R0061	RFS Canada/ GE	512.97
030420	001	05/05/2023	R0108	Roker Inc.	68.00
030421	001	05/05/2023	r0076	Rona - All Rona in	1,034.75
030422	001	05/05/2023	R0031	Royal Printers Ltd	549.18
030423	001	05/05/2023	S0066	Schneider, Tina	100.00
030424	001	05/05/2023	S0070	Sea to Sky Network	5,061.28
030425	001	05/05/2023	S0108	Shaw Cablesystems	143.31
030426	001	05/05/2023	S0101	Sherine Industries	162.40
030427	001	05/05/2023	S0188	Smeal, Nancy	1,658.08
030428	001	05/05/2023	S0185	Stelmacker, Charit	12.31
030429	001	05/05/2023	T0061	Transtar Sanitatio	604.51
030430	001	05/05/2023	W0100	Waste Control Serv	15,304.48
030431	001	05/05/2023	Y0072	Young Anderson	2,005.59
030432	001	05/05/2023	A0087	Allester Engineeri	1,627.71
030433	001	05/05/2023	C0182	Chirkoff, Joseph	1,050.00
030434	001	05/05/2023	C0037	CN Railway Propert	10,350.00
030435	001	05/05/2023	C0078	CP Automation Ltd.	2,656.77
030436	001	05/05/2023	C0093	Creus Engineering	504.00
030437	001	05/05/2023	D0091	DS Tactical	236.59
030438	001	05/05/2023	D0077	Dudley, John	1,500.00
030439	001	05/05/2023	E0081	ePACT Network Ltd.	111.96
030440	001	05/05/2023	L0133	Lallas, Kyron	138.83
030441	001	05/05/2023	L0129	Le Flag Shop	3,005.60
030442	001	05/05/2023	L0115	Limited Edition Re	500.00
030443	001	05/05/2023	L0071	Lions Bay Events C	6,250.00
030444	001	05/05/2023	L0065	Lions Bay Historic	300.00
030445	001	05/05/2023	L0134	Lions Bay Seniors	1,750.00
030446	001	05/05/2023	M0216	Mark D. Brown	3,394.94
030447	001	05/05/2023	M0217	McGunigal, Marlene	2,876.24
030448	001	05/05/2023	M0114	Ministry Of Citize	10.92
030449	001	05/05/2023	B0161	Boye, Hana	500.00
EFT	001	06/05/2023	C0106	Crystal Schaan	700.00
030450	001	08/05/2023	C0042	CUPE - Local 389	537.72
030451	001	08/05/2023	M0214	Miller, Ron	10,075.00
030456	001	11/05/2023	M0216	Mark D. Brown	4,775.61
030455	001	11/05/2023	L0079	Luethy, Trudi	48.16
030454	001	11/05/2023	C0042	CUPE - Local 389	526.98
030453	001	11/05/2023	B0046	Broughton, Michael	164.01
030452	001	11/05/2023	S0185	Stelmacker, Charit	256.60
030457	001	11/05/2023	M0217	McGunigal, Marlene	1,138.51
030458	001	11/05/2023	S0188	Smeal, Nancy	900.00
030459	001	11/05/2023	W0100	Waste Control Serv	15,273.26
8038618	001	11/05/2023	B0091	Karl Buhr	5,300.00
030461	001	19/05/2023	J0067	Jaffer, Nai	705.97
030462	001	26/05/2023	A0087	Allester Engineeri	1,207.50
030463	001	26/05/2023	B0067	BCWWA	114.45
030464	001	26/05/2023	C0147	Cascade Wear BC Lt	53.76
030465	001	26/05/2023	C0042	CUPE - Local 389	631.79
030466	001	26/05/2023	D0112	Dutheil, Justin	736.00
030467	001	26/05/2023	E0084	EMCO Corporation	22.31
030468	001	26/05/2023	F0095	Flashpoint Fuels L	1,319.60
030469	001	26/05/2023	G0113	GardenWorks	2,335.78
030470	001	26/05/2023	G0067	Good Impressions P	128.25
030471	001	26/05/2023	H0107	Hach Sales & Servi	1,017.37

Payment Date From 01/04/2023 To 28/06/2023 ALL Payments BY Pay Date

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Paid Amount
030472	001	26/05/2023	H0138	Heidelberg Materia	5,508.19
030473	001	26/05/2023	H0081	Hub Fire Engines &	330.98
030474	001	26/05/2023	I0076	Inland	564.76
030475	001	26/05/2023	J0069	Jury, Mike	1,203.10
030476	001	26/05/2023	K0069	Kerr Wood Leidal	63.00
030477	001	26/05/2023	M0060	McRae's Environmen	1,512.00
030478	001	26/05/2023	M0105	Mercury Transport	9,384.38
030479	001	26/05/2023	M0063	Metro Vancouver Re	23,925.00
030480	001	26/05/2023	M0068	Minister of Forest	189.00
030481	001	26/05/2023	N0081	North Shore Pest D	215.25
030482	001	26/05/2023	P0029	Pitney Bowes Leasi	12.23
030483	001	26/05/2023	R0067	Raincoast Ventures	708.10
030484	001	26/05/2023	R0056	Receiver General	250.00
030485	001	26/05/2023	R0061	RFS Canada/ GE	512.97
030486	001	26/05/2023	R0059	RICOH Canada Inc.	499.22
030487	001	26/05/2023	R0108	Roker Inc.	1,050.00
030488	001	26/05/2023	R0076	Rona - All Rona in	141.53
030489	001	26/05/2023	S0070	Sea to Sky Network	2,945.32
030490	001	26/05/2023	S0156	Sea to Sky Welding	295.31
030491	001	26/05/2023	S0036	Shaw Direct	143.31
030492	001	26/05/2023	S0099	Shred-it	162.81
030493	001	26/05/2023	S0187	Shy's Forest Produ	896.00
030494	001	26/05/2023	S0132	Staples Canada	489.91
030495	001	26/05/2023	S0040	Supersave Fuels	9,205.20
030496	001	26/05/2023	T0047	Triton Automotive	840.33
030497	001	26/05/2023	W0100	Waste Control Serv	1,088.28
8114250	001	29/05/2023	G0127	George & Bell Cons	2,268.00
030498	001	01/06/2023	R0114	Robyn Langford	1,000.00
1	001	01/06/2023	D0134	Deanna Campbell	1,425.00
2034	001	02/06/2023	C0106	Crystal Schaan	700.00
8145654	001	02/06/2023	F0107	Forestwalk Holding	12,947.34
030500	001	16/06/2023	A0087	Allester Engineeri	567.00
030501	001	16/06/2023	B0147	Bicknell, Matthew	728.55
030502	001	16/06/2023	B0156	Brown, Joel	197.70
030503	001	16/06/2023	B0105	Bunbury & Associat	2,625.00
030504	001	16/06/2023	C0093	Creus Engineering	924.00
030505	001	16/06/2023	C0042	CUPE - Local 389	2,503.21
030506	001	16/06/2023	D0132	DeGobbi, Ryan	103.98
030507	001	16/06/2023	D0091	DS Tactical	237.71
030508	001	16/06/2023	D0069	Dudley, Rose	320.61
030509	001	16/06/2023	F0104	Foster, Joseph	165.10
030510	001	16/06/2023	H0136	Hotte, Darrin	440.35
030511	001	16/06/2023	J0069	Jury, Mike	40.31
030512	001	16/06/2023	K0069	Kerr Wood Leidal	63.00
030513	001	16/06/2023	L0133	Lallas, Kyron	121.71
030514	001	16/06/2023	L0057	Local Government M	546.00
030515	001	16/06/2023	M0186	McLaughlin, Matthe	42.62
030516	001	16/06/2023	M0060	McRae's Environmen	2,100.00
030517	001	16/06/2023	M0221	Medina, Teresa	577.29
030518	001	16/06/2023	M0214	Miller, Ron	5,087.50
030519	001	16/06/2023	M0220	Montgomery, Fraser	238.03
030520	001	16/06/2023	N0112	Nitsch, Rogan	500.00
030521	001	16/06/2023	R0067	Raincoast Ventures	925.97
030522	001	16/06/2023	R0053	Ramtech Environmen	9,497.60
030523	001	16/06/2023	R0110	Red Cape Solutions	10,185.00
030524	001	16/06/2023	R0108	Roker Inc.	374.00
030525	001	16/06/2023	R0076	Rona - All Rona in	15.00
030526	001	16/06/2023	R0098	Russell, Mike	137.56
030527	001	16/06/2023	S0132	Staples Canada	73.58
030528	001	16/06/2023	M0060	McRae's Environmen	2,415.00
030529	001	19/06/2023	B0140	Brown, Mary	4,500.00
030530	001	26/06/2023	A0009	ALS Canada Ltd	430.50
030531	001	26/06/2023	A0014	Associated Fire Sa	4,735.02
030532	001	26/06/2023	B0051	BOABC	634.04
030533	001	26/06/2023	C0059	Cleartech Consulti	2,334.74 void
030534	001	26/06/2023	C0046	ClearTech Industri	4,018.48
030535	001	26/06/2023	C0103	Coast Aggregates	122.08
030536	001	26/06/2023	E0070	E-COMM	12,698.00
030537	001	26/06/2023	E0084	EMCO Corporation	96.61
030538	001	26/06/2023	G0113	GardenWorks	447.91
030539	001	26/06/2023	G0137	GFL Environmental	1,817.31
030540	001	26/06/2023	M0186	McLaughlin, Matthe	150.15
030541	001	26/06/2023	M0060	McRae's Environmen	2,094.75

Payment Date From 01/04/2023 To 28/06/2023 ALL Payments BY Pay Date

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Paid Amount
030542	001	26/06/2023	M0114	Ministry Of Citize	541.08
030543	001	26/06/2023	M0220	Montgomery, Fraser	196.75
030544	001	26/06/2023	P0120	PMG Landscape Arch	6,552.00
030545	001	26/06/2023	P0110	Pure Design Inc.	3,000.00
030546	001	26/06/2023	R0045	Rental Network Ltd	2,080.64
030547	001	26/06/2023	R0061	RFS Canada/ GE	512.97
030548	001	26/06/2023	R0068	Roper Greyell	5,215.29
030549	001	26/06/2023	S0099	Shred-it	328.12
030550	001	26/06/2023	T0043	Tidey's Trophies L	168.00
030551	001	26/06/2023	U0058	Uline Canada Corpo	3,525.50
030552	001	26/06/2023	U0060	Upanup Studios	525.00
030562	001	26/06/2023	C0087	Cordilleran Geosci	943.95
030563	001	26/06/2023	C0128	Custom Air Conditio	616.88
030564	001	26/06/2023	D0091	DS Tactical	799.08
030565	001	26/06/2023	E0094	Exclusive Property	500.00
030566	001	26/06/2023	F0060	Federation of Cana	539.25
030567	001	26/06/2023	F0101	Folkersen, Phil	460.79
030568	001	26/06/2023	H0075	Howe Sound Equipme	762.13
030569	001	26/06/2023	L0122	Lee, Matthew	93.54
030570	001	26/06/2023	L0059	Lordco Parts Ltd	14.65
030571	001	26/06/2023	M0114	Ministry Of Citize	59.41
030572	001	26/06/2023	N0083	NetNation Communic	8.96
030573	001	26/06/2023	N0081	North Shore Pest D	299.25
030574	001	26/06/2023	P0123	Parkway Crew	242.55
030575	001	26/06/2023	P0092	Protelec Security	31.50
030576	001	26/06/2023	R0056	Receiver General	250.00
030577	001	26/06/2023	R0108	Roker Inc.	1,050.00
030578	001	26/06/2023	R0076	Rona - All Rona in	524.40
030579	001	26/06/2023	R0098	Russell, Mike	318.91
030580	001	26/06/2023	S0031	Sea to Sky Courier	45.57
030581	001	26/06/2023	S0156	Sea to Sky Welding	131.25
030582	001	26/06/2023	S0179	Singh Minhas, Denn	470.00
030583	001	26/06/2023	S0132	Staples Canada	418.39
030584	001	26/06/2023	S0137	Superior Stone Sli	1,706.25
030585	001	26/06/2023	T0047	Triton Automotive	206.36
030586	001	26/06/2023	W0111	WASP Manufacturing	1,400.00
030587	001	26/06/2023	W0059	Westkey Graphics	1,474.56 void
030588	001	27/06/2023	S0070	Sea to Sky Network	3,613.72
Total:					472,757.29

Payment Summary		
Description	Qty	Amount
Cheque	246	491,668.16
EFT	11	25,835.89
Direct Deposit	0	0.00
Credit Card	0	0.00
Void	30	44,746.76
Total:		472,757.29

*** End of Report ***



Type	Information report		
Title	Email user access rationalisation		
Author	Karl Buhr	Reviewed By:	-
Date	Jun. 29, 2023	Version	1
Issued for	Council agenda of July 4, 2023		

1. As a former manager of an 8-person IT team supporting a high-security telecoms operation, I believe I have an adequate grasp of the municipality's IT requirements. As requested by the CEO, I met with Sea to Sky Network Solutions, our service provider, to discuss data security and backup, user access, application provision, hardware lifecycle, network connectivity and more.

If there is one provider shortcoming to fix, it is that their support systems are for their convenience, not ours. But I am satisfied that properly managed, the provider can meet our needs (not to say that those needs shouldn't regularly be put out to tender, nor that current costs shouldn't be audited).

Internal work is needed on user housekeeping, file naming convention, hardware rationalisation, directory taxonomy and other standard IT tasks, but there are no gaping holes.

2. Making a start on user housekeeping, pending establishing access levels (which will largely parallel the org chart), the current user matrix is provided below for Council's information. The most significant aspect of the matrix is that published public-facing email addresses change from name-based to functional roles: pwm@lionsbay.ca rather than kbuhr@lionsbay.ca.
3. Coming is a datafile project to:
 - a. Dedup then rename files to a universal naming convention
 - b. Normalise them into a directory structure that makes obvious where they go (today there are, for example, half a dozen places that might legitimately hold the documents pertaining to say an encroachment agreement)
 - c. Move them off a slow local file server into the cloud, specifically to Microsoft Sharepoint utilising OneDrive as the user client, offering better security and sharing, faster search, and better backup and audit trail.

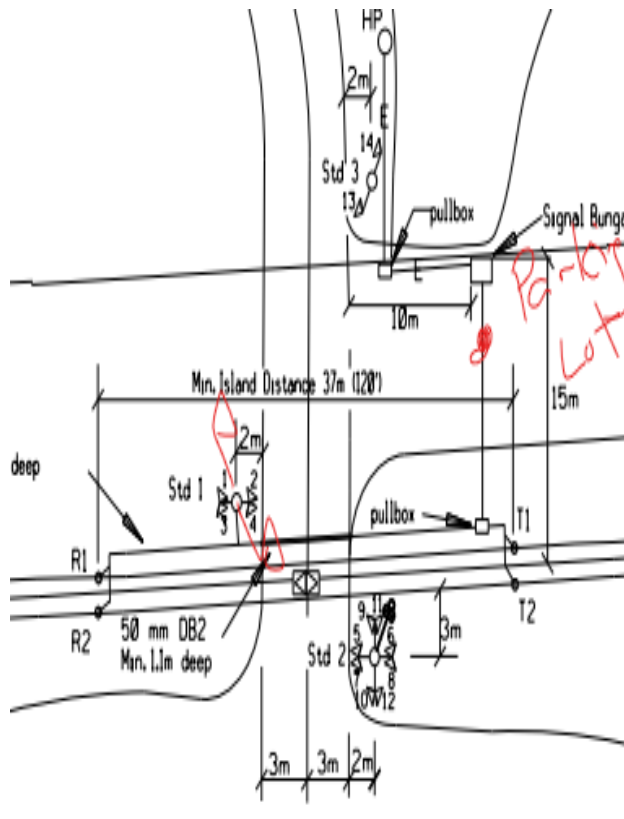
Recommendation: THAT Council receive this report.

For Council's consideration



Type	Request for Council Decision		
Title	Stop and other signage at Lions Bay's three at-grade railway crossings		
Author	Karl Buhr	Reviewed By:	-
Date	Jun. 29, 2023	Version	1
Issued for	Council agenda of July 4, 2023		

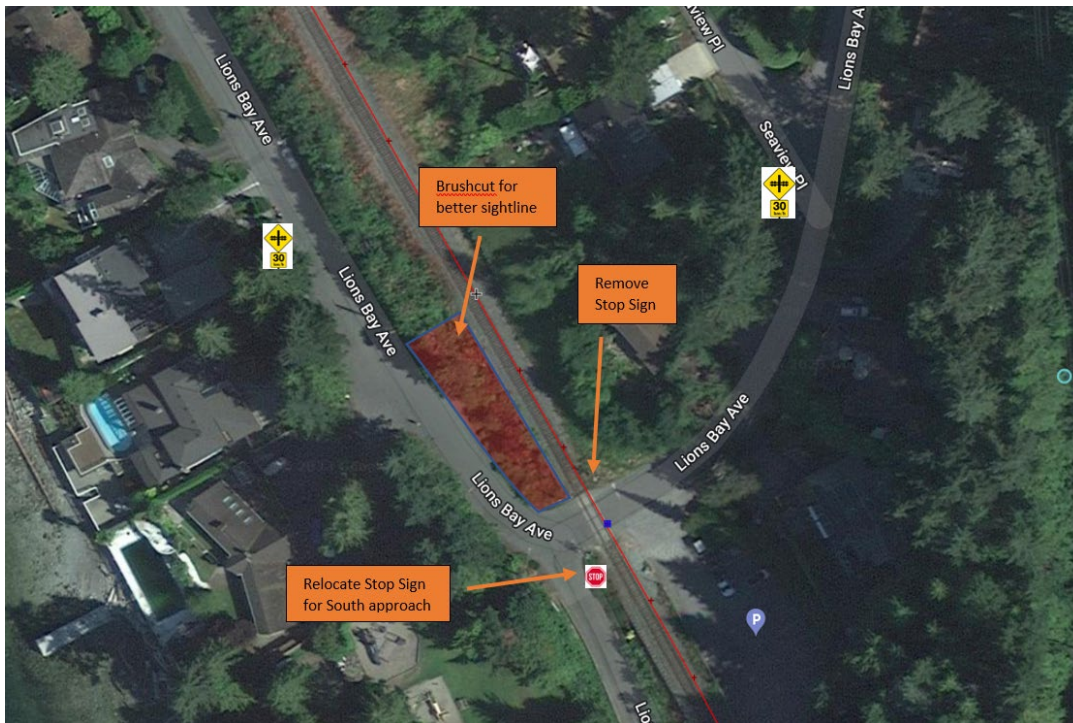
1. Further to this ongoing project, Council asked staff to a) report on what CN planned for the additional set of warning lights at the grade crossing of Lions Bay Ave, and b) consider alternative signage for the westbound Lions Bay Ave. grade crossing, to take into consideration the blind spots on the west side of the tracks.
2. CN responds that the additional lights will point at the parking lot, as existing lights do not cover vehicles turning from it toward crossing (Transport Canada Regulations require vehicles approaching crossing should be able to see front lights within stopping sight distance):





Construction is expected Q3 to Q4 2023, and CN will work with Public Works closer to the construction date if any closure required for the road.

3. CN could not commit as to where their jurisdiction ends and the municipality's begins, but suggested that even if we placed a Stop sign further away from the crossing on the east side, Transport Canada still may not like it as it might still create confusion. CN (and several residents) suggested a Road Crosses Rail warning sign:



4. **BUDGET CONSIDERATIONS**
Amalgamating the Stop sign project with the Second Set of Light project, Lions Bay will be expected to cover half of the cost of the lights, at \$11,744 if CN's application for a 50% Transport Canada grant is successful, to \$23,488 if it is not.



5. STAFF RECOMMENDATIONS

- a. That Council authorise the Mayor and PWM to execute the CN Agreements appended
- b. That Council direct staff to take the following actions:

CROSSING	EXISTING STOP SIGNS	OTHER SIGNAGE	OTHER MEASURES
Brunswick Beach Road	Remove at Railway Crossing	<p>Install stop sign and stop bar at north leg of the intersection.</p> <p>Install railway crossing warning signage (WA-18) for the westbound approach.</p> <p>Install single turn sign (WA-1) and 15 km/hr advisory speed sign on the east and west legs of the intersection.</p>	<p>Remove and maintain shrubs on the southwest side of the rail crossing (a work permit is required to perform brush cut on CN ROW) .</p> <p>Install edge lines, centreline, and double stop bars at the crossing, with dashed edge lines across driveways.</p>
Lions Bay Avenue	Remove at Railway Crossing	<p>Install stop sign for the south (Marina) leg of the westside intersection.</p> <p>TC Inspector to determine if a Stop sign on Lions Bay Ave. southbound is acceptable. If yes, install at location recommended in ISL report. If no, install Road Crosses Rail signage per CN recommendation.</p> <p>TC Inspector to determine if 2-way Stop at exit to parking lot is acceptable: if yes, install. If no, Install single turn sign (WA-1) and 15 km/hr advisory speed sign on the east and north legs of the intersection.</p> <p>Reduce speed limit for Lions Bay</p>	<p>Install edge lines, centreline, and double stop bars at the crossing, with dashed edge lines across driveways.</p> <p>Remove and maintain shrubs to a low height on the northeast corner of the railway crossing (a work permit is required to perform brush cut on CN ROW).</p>



		Ave. westbound south of Seaview Place to 20 kilometres per hour.	
Tidewater	Remove at Railway Crossing		Install double stop bars in advance of the railway crossing warning lights and maintain existing centreline.

For Council's consideration.

From: Karl Buhr, Public Works Manager
To: Kevin Salame, Public Works
Cc: Anees Hussain, Eric Lam, Salem Rustom
Subject: RE: Agreement & Estimate for TC GCR upgrade - Mile 18.27, Squamish Subdivision on Lions Bay avenue
Attachments: image003.jpg
 image002.jpg
 image001.jpg

Kevin, I now need your input to the questions below pretty urgently, to address questions arising from Lions Bay Council's Jun. 6 meeting. In addition, can we talk about exactly what this project entails? The Agreement you provided says "modification of a crossing warning system with addition of lights, at the grade crossing of LIONS BAY AVE." I presume you know the crossing already has flashing lights and bells. So what exactly are we talking about? An additional set of lights on the same poles as the existing lights? Facing one direction or both? (it's a three leg intersection with a parking lot exit close by). Lights up the street? Is there a design, and can I see it?
 Regards,
 Karl

Karl Buhr BScE (Chem)
 Public Works Manager
www.lionsbay.ca
 PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0 CANADA
 Tel: (604) 921-9333 X 1008
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From: Karl Buhr, Public Works Manager
Sent: Friday, May 26, 2023 3:53 PM
To: Kevin Salame <Kevin.Salame@cn.ca>; Public Works <works@lionsbay.ca>
Cc: Anees Hussain <Anees.Hussain@cn.ca>; Eric Lam <Eric.Lam@cn.ca>; Salem Rustom <Salem.Rustom@cn.ca>; Ron Miller <rmiller@lionsbay.ca>; Joe Chirkoff <jchirkoff@lionsbay.ca>
Subject: RE: Agreement & Estimate for TC GCR upgrade - Mile 18.27, Squamish Subdivision on Lions Bay avenue

Thanks Kevin. As Lions Bay's new Public Works Manager I am coming to the party late, so can you please confirm:

- As the road authority, the municipality of the Village of Lions Bay has no choice in the matter and our share of the cost ranges from \$11,744 grant supported to \$23,488 unsupported? If the project costs go over these estimates, we have to cover those too or is \$23,488 our max. exposure?
- When is the project slated to start and end construction?
- The project is not budgeted—is this the first we learn of it, or would I find correspondence in my predecessor Nai Jaffer's notes?
- Does the required work have any effect on the TC ruling that Lions Bay must remove Stop signage at the subject crossing?
- Do you require municipal Council approval for both the spend, and for countersigning the contract?

Regards,
 Karl Buhr

From: Kevin Salame <Kevin.Salame@cn.ca>
Sent: Friday, May 26, 2023 8:41 AM
To: Public Works <works@lionsbay.ca>
Cc: Anees Hussain <Anees.Hussain@cn.ca>; Eric Lam <Eric.Lam@cn.ca>; Salem Rustom <Salem.Rustom@cn.ca>
Subject: Agreement & Estimate for TC GCR upgrade - Mile 18.27, Squamish Subdivision on Lions Bay avenue
 Hi,

As advised previously, in order to meet Transport Canada's Grade Crossing Regulations and improve safety at the public railway crossing on Lions Bay avenue, CN submitted an application in 2022 to the Railway Safety Improvement Program (RSIP) to secure federal funding for the above noted location.

Please note that Transport Canada can provide funding up to 50% of the cost of the warning system and installation in which we are currently awaiting their final decision.

Please be advised that the upgraded improvement consists of adding new set of flashing lights.

Subdivision	Mile	Road Name	Road Authority Estimated Contribution <u>with</u> RSIP Funding. (25% of total cost)	Road Authority Estimated Contribution <u>without</u> RSIP Funding. (50% of total cost)
Squamish	18.27	LIONS BAY AVE	\$11,743.75	\$23,487.50

Please note that the total estimated cost for this work is calculated in accordance with the latest Canadian Transportation Agency Guide to Railway Charges for Crossing Construction while this cost estimate is based on estimated quantities and unit rates, CN's billing request will reflect actual cost incurred.

The following documents are enclosed for your attention:

- 2022 RSIP Application Form
- Warning System Installation/Modification Cost Estimate
- Warning system Installation/Modification Agreement

It would be much appreciated if the Municipality of Lions Bay is able to review and return the signed agreement promptly.

Please let me know if you have any questions or concerns.

Regards,



Kevin Salame
 EIT, Public Works | Engineering
[What's New at CN](#) | [Quoi de neuf au CN](#)

From: [Alaa Helou](#)
To: [Public Works](#)
Cc: [Anees Hussain](#)
Subject: CN – Notice of modifications required to the existing crossing protection– PM 18.27 Sub Squamish – LIONS BAY AVE / VILLAGE OF LION'S BAY

Dear Naizam Jaffer,

Following an inspection of the crossing located on **LIONS BAY AVE** at the mile point **18.27** of the subdivision **Squamish**, said inspector noted non-conformities according to the Transport Canada's Grade Crossing Regulations article **82**. In order to meet the regulations, we are proposing modifications to the existing warning system by adding an additional set of lights.

For the financial assistance of this project, we are submitting an application to Transport Canada's Railway Safety Improvement Program (RSIP) for 2023-24.

We will send the detailed estimate(s) and Railway works agreement for the required works in coming weeks.

Please accept our best regards.

Alaa eldin Helou, P.Eng

Public Works | Engineering

C: **514-220-3526**

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	LGCAP – Local Government Climate Action Program		
Author	Norman Barmeier	Reviewed By:	Marcus Reuter
Date	June 29, 2023	Version	0
Issued for	July 4, 2023 Council Meeting		

Recommendation:

- (1) THAT Council approve staff time to file the required report by July 31, 2023; and
- (2) THAT Council approve staff to work with members of the Climate Action Committee (CAC) to help get relevant supporting information; and
- (3) THAT staff submit the required report on time in order to meet the funding requirements for 2023.

Attachments:

July 21, 2022 CFO Staff Report to Council titled “Information Report – Local Government Climate Action Program

Key Information:

The provincial government has introduced the Local Government Climate Action Program (LGCAP) which is intended to provide predictable annual long-term funding for local climate action to help reach legislative climate targets and prepare communities for the impacts of a changing climate. The program will provide \$51,082 to the village annually for the first three years of the program. The funds must be used exclusively to fund local climate initiatives align with the clean BC roadmap and the draft climate preparedness and adaptation strategy.

Lions Bay already received \$51,082 in the fall of 2022 and in order to receive the same funding of \$51,082 this year staff must prepare and submit a report as outlined in an email sent to the CFO from LGCAP on May 15, 2023, by the end of July 2023.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Options:

(1) Approve all 3 recommendations above.

(2) Do nothing.

Preferred Option: Option 1 as it guaranteed revenue and will bolsters the Villages ability to execute community-specific action to reduce emission and increase climate resilience

Legal Considerations: staff to advise

Financial Considerations: staff to advise

Other Considerations:

Follow Up Action: Per Council direction.

Communication Plan: TBA



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Report to Council		
Title	Information Report – Local Government Climate Action Program		
Author	Pamela Rooke	Reviewed By:	Peter DeJong
Date	July 21, 2022	Version	-
Issued for	July 26, 2022 Regular Council Meeting		

RECOMMENDATION

THAT the Information Report “Local Government Climate Action Program” be received for information purposes.

ATTACHMENTS

- Local Government Climate Action Program Guide
- Local Government Climate Action Program Survey Submission Report

KEY INFORMATION

The provincial government has introduced the Local Government Climate Action Program (LGCAP) which is intended to provide predictable, annual, long-term funding for local climate action to help reach legislated climate targets and prepare communities for the impacts of a changing climate. The program will provide \$51,082 to the Village annually for the first three years of the program. The funds must be used exclusively to fund local climate initiatives aligned with the CleanBC Roadmap and the draft Climate Preparedness and Adaption Strategy. To be eligible for the first year of funding (to be received in August), the Village must:

- Be a signatory to the BC Climate Action Charter
- Measure and report on corporate greenhouse gas (GHG) emissions by the second year of the LGCAP
- Demonstrate climate investment (matching funding or in-kind contributions) equivalent to 20% of the provincial funding



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

- Complete the LGCAP Survey Submission Report by July 15, 2022 and a signed attestation form by July 29, 2022 (completed and attached)

FOLLOW UP ACTION

Staff will be available to respond to any questions at the July 26, 2022 Council meeting.



Local Government Climate Action Program Guide



May 11, 2022

****HIGHLIGHTS****

The [Local Government Climate Action Program](#) (the program) provides predictable, long-term funding for communities to achieve shared climate goals for a sustainable B.C.

The program will support B.C. communities through capacity building and investments to reduce greenhouse gas emissions and adapt to climate impacts by providing annual funding to signatories of the Climate Action Charter and Modern Treaty Nations.

This program will:

- Provide flexible, long-term funding to support climate action in local governments and Modern Treaty Nations
- Enable community-specific action to reduce emissions and increase climate resilience
- Enable robust reporting to track results and help improve the program over time
- Enable knowledge sharing among local governments and Modern Treaty Nations to promote innovative climate action across the province

Important dates: (see Section 1.2 for details)

- **May 16, 2022** - Program launch & webinar invitation
- **May 25 – June 2, 2022** - Webinars for program participants providing an overview of the program
- **June 15, 2022** – Access provided to the online platform to submit required reporting information
- **June 15 to July 15, 2022** - Reporting period: **closes July 15th at 4pm**
- **July 29, 2022** – Attestation form submission deadline
- **August 31, 2022** - Funds disbursed
- **September 9, 2022** - Public summary report released
- **September 30, 2022** - Local government public reporting deadline

Eligibility Requirements: (see Sections 2.1 & 2.2 for details)

To be eligible for the first year of funding, applicants are required to:

1. Be a signatory to the [B.C. Climate Action Charter](#) or a [B.C. Modern Treaty Nation](#).
2. Measure and report on corporate greenhouse gas (GHG) emissions or set up for mandatory measurement and reporting in the second year of the program.
3. Demonstrate climate investment (i.e., matching funding or in-kind contributions) equivalent to 20% of the provincial funding received.
4. Report on projects linked to one or more objectives from the [CleanBC Roadmap to 2030](#) and/or draft [Climate Preparedness and Adaptation Strategy](#) (CPAS).
5. Have the Chief Financial Officer, or equivalent position, submit and publicly post:

- a completed and signed attestation form to confirm all funds were, or will be, used towards climate; and
- a completed PDF version of the required program survey.

Note: The first year of this program is designed to disburse funding efficiently and support timely local climate action. Additional program and reporting refinements will be made in collaboration with local governments and Modern Treaty Nations for the second year of the program and beyond.

Contact us at LGCAP@gov.bc.ca for any questions (e.g., to discuss eligibility, reporting requirements etc.)

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1. ABOUT THE PROGRAM

1.1 OVERVIEW

In 2018, the province introduced [CleanBC](#) - a pathway to a more prosperous, balanced and sustainable future. The [CleanBC Roadmap to 2030](#) (the Roadmap), released in 2021, builds on this plan and charts a path for B.C. to achieve its 2030 greenhouse gas (GHG) emissions reduction targets, while laying the groundwork for achieving net zero emissions by 2050.

The Local Government Climate Action Program (LGCAP) is a commitment within the Roadmap, and will provide predictable, annual, and long-term funding for local governments and B.C. Modern Treaty Nations to take climate action aligned with provincial and local climate objectives. Eligible communities will be required to report on the climate actions they take as a result of receiving funding.

LGCAP funding will enable B.C. communities to prepare for a changing climate, and for local climate action to contribute to reaching B.C.’s 2030 emissions reduction target and ultimately achieving net zero emissions by 2050.

Scope and Objectives

Local governments are climate leaders and key partners to achieving local, provincial, and national climate goals. According to B.C.’s 2030 [sectoral emission reduction targets](#), buildings & communities must reduce emissions by at least 59 percent to 64 percent below 2007 levels. Since local governments directly or indirectly influence approximately half of all Canadian GHG emissions,¹ bolstering local governments’ climate action capacity is key to achieving targets.

The cumulative effect of local government efforts to reduce GHG emissions and address climate risks should not be under-estimated. Reaching net zero and adapting to a changing climate will require a whole-of-society approach. The program aims to catalyse the efficient flow of financial resources, data and knowledge between local governments and the Provincial government to allow for cost effective, impactful, appropriate, and locally owned and implemented climate action.

Information collected enables the Province to track progress, highlight climate leadership and advance action by including local government and Modern Treaty Nation emissions reporting data in the annual [Climate Change Accountability Report](#).

All information gathered will help to inform policy development, monitor progress on achieving provincial and local climate objectives, and ensure that funds provided are used for these objectives.

1.2 Timeline and deadlines

ITEM	DATES (2022)	NOTES
Program launch & webinar invitation	May 16	Each local government and Modern Treaty Nation will receive an email with funding allocation details, a link to register for introductory webinars and steps for completing reporting requirements.

¹ The Municipal Role in Fighting Climate Change. Prepared for the Federation of Canadian Municipalities. 2009.

		<p>Webinars will be held from May 25-June 2, 2022 to provide more information about the program and answer questions.</p> <p>Webinars will be recorded and posted online.</p>
Reporting period	June 15 - July 15	<p>During the reporting period, applicants must complete and submit the required reporting information using the Community Energy Emissions Data base (CEED) platform.</p> <p>There are two required reporting documents: the online survey and the attestation form.</p> <p>Survey submissions must be completed by July 15th, 2022 at 4 PM PDT.</p> <p>For support, please contact us at LGCAP@gov.bc.ca</p> <p>Important information:</p> <ul style="list-style-type: none"> • Once the survey is opened, it <i>must</i> be submitted within 28 days • The survey URL can be used by many staff • All information entered is saved automatically <ul style="list-style-type: none"> ○ Simply close the window and restart later
Return a copy of the survey and attestation form	July 29	<p>Once the online survey is submitted, you will receive a PDF version including the attestation form by email.</p> <p>Please send a completed and signed copy back to LGCAP@gov.bc.ca</p>
Funds disbursed	August 31	<p>Each local government will receive funding by this date.</p> <p>Funds will be disbursed through an electronic funds transfer via the existing Provincial Corporate Accounting System.</p>
Local governments publicly post survey information & Attestation Form	September 30	<p>Each local government must publicly post a completed PDF version of the required program survey and the completed and signed attestation form.</p>

2. ELIGIBILITY AND REPORTING REQUIREMENTS

2.1 ELIGIBILITY

Eligible communities include:

B.C. Local Government: Participants must be a municipality or regional district established by or under British Columbia statute.

Modern Treaty Nation: There are eight Modern Treaty Nations. There were originally seven First Nations implementing modern treaties that were negotiated in the made-in-B.C. treaty negotiations process: the five Maa-nulth First Nations, Tla'amin Nation, and Tsawwassen First Nation. Maa-nulth is structured as five independent governments and is counted as such by [the B.C. Treaty Commission](#). The Nisga'a treaty was concluded as the B.C. treaty negotiations process was unfolding. As such, there are in total eight constitutionally entrenched modern treaties in B.C. when the Nisga'a treaty is included.

2.2 ELIGIBILITY REQUIREMENTS

1. Be a signatory to the B.C. Climate Action Charter or a B.C. Modern Treaty Nation.
2. Measure and report on corporate GHG emissions or set up for mandatory measurement and reporting in year two. Please see the Provincial [guidance](#) on current best practices for quantifying and reporting GHG emissions.
3. Demonstrate climate investment (i.e., matching funding or in-kind contributions) equivalent to 20% of the provincial funding received. Many program participants are currently investing in emissions reductions and/or climate adaptation in their communities, and the 20% requirement is to show current investments (participants will receive 100% of their allocation even if current action is limited). The intent is to show past, current, and future investments in climate action and create awareness and education.
4. Report on projects linked to **one or more** [CleanBC Roadmap to 2030](#) and/or [CPAS](#) objectives including, but not limited to:
 - **Buildings:** Step code adoption, carbon pollution standard, energy efficient/demand side management programs, zero carbon heating requirement and/or net zero buildings commitments.
 - **Transportation:** Active transportation plan or investments, secure bike parking, commute reduction programs, transit/pedestrian-oriented development regulation, electric vehicle charging infrastructure plans or number of public installations, trip reduction programs, mode shift targets in Official Community Plan and/or Regional Growth Strategy.
 - **Community climate planning and related investments:** Compact & energy efficient community planning, organic diversion, completed climate or energy emission plan, and renewable energy investments.
 - **Climate resilience:** Assessment of current and future climate risks and plans to address risks through local government planning, programming, service delivery, asset management and other functions.
 - **Education and awareness:** Communications (newsletters, website content), engagement with constituents on climate-related matters, or educational programming (i.e., through rec centers).
5. Have their Chief Financial Officer, or equivalent position, submit and publicly post:
 - a completed and signed attestation form to confirm all funds were, or will be, used for climate action
 - a completed PDF version of the required program survey

IMPORTANT INFORMATION:

Eligible expenditures are determined by local governments as long as they are linked to CleanBC Roadmap and CPAS objectives. Expenses can include staffing, contracts, investments to improve energy efficiency, climate infrastructure, matching funds to leverage federal government and other third-party funding, and engagement.

Funds can be held in reserve over fiscal years to fund larger projects, but funds disbursed in fiscal year 2022/23 must be spent by March 31, 2025.

2.3 CONTACT INFORMATION

Please contact us at LGCAP@gov.bc.ca to discuss eligibility, reporting requirements etc.

3. REPORTING PROCESS

3.1 OVERVIEW

Information collected enables the Province to track progress, highlight climate leadership and advance action by including local government and Modern Treaty Nation emissions reporting data in the annual [Climate Change Accountability Report](#).

All information gathered will help to inform policy development, monitor progress on achieving provincial and local climate objectives, and ensure that funds provided are used for these objectives.

Note that if all requirements are not met in this first year of the program, funding will still be provided to enable program participants to prioritize climate action (eligibility requirements numbers 1, 3 and 5 listed in section 2.2 must be met). However, for a community to be eligible for funding in year two and beyond, all requirements will have to be met. This guide will be updated accordingly prior to the second year of the program.

Reporting requirements include completing an online survey (i.e. online reporting), completing, signing and returning the attestation form, and publicly posting it along with the survey information.

The first year of this program is designed to disburse funding efficiently and support timely local climate action. Additional program design and reporting refinements will be made in collaboration with local governments and Modern Treaty Nations for year two.

3.2 ONLINE REPORTING

Before the reporting period opens, each local government and Modern Treaty Nation will receive an email with instructions on how to access the online tool to complete the reporting requirements.

3.3 ATTESTATION FORM & PROGRAM SURVEY REPORT

By September 30, 2022, each local government and Modern Treaty Nation must publicly post a completed PDF version of the required program survey and a completed and signed attestation form.

Supplementary documents

Links (URLs) to supplementary documents such as strategies and plans can be included in the online survey.

APPENDIX A: GLOSSARY OF TERMS

Adaptation

Adjustment in natural or human systems in response to actual or expected climatic stimuli or their effects, which moderates harm or exploits beneficial opportunities.

Anthropogenic greenhouse gas emissions

Greenhouse-gas emissions resulting from human activities.

B.C. Climate Action Charter

A voluntary agreement signed by local governments in British Columbia. Signatories commit to working to achieve three goals: becoming carbon neutral in respect of their corporate operations; measuring and reporting on community GHG emissions; and creating compact, complete and energy-efficient communities.

Carbon dioxide equivalent (CO₂e)

The universal unit of measurement to indicate the global warming potential (GWP) of each of the six greenhouse gases, expressed in terms of the GWP of one unit of carbon dioxide. It is used to evaluate releasing (or avoiding releasing) different greenhouse gases against a common basis.

Climate

The long-term statistical average of weather-related aspects of a region including typical weather patterns, the frequency and intensity of storms, cold spells, and heat waves. Climate is not the same as weather. A description of the climate of a certain place would include the averages and extremes of such things as temperature, rainfall, humidity, [evapotranspiration](#), and other variables that can be determined from past weather records during a specified interval of time.

Climate change

Refers to changes in long-term trends in the average climate, such as changes in average temperature.

Climate hazard

A physical process or event (e.g. flooding, sea level rise, storm surge events) that can harm human health, livelihoods, or natural resources.

Climate initiatives

Actions that reduce greenhouse gas (GHG) emissions and/or strengthen resilience and the ability to adapt to climate-induced impacts. This includes (but is not limited to): climate-related hazards; integrating climate change measures into policies, strategies and planning; improving education, raising awareness of climate change causes and solutions, increasing human and institutional capacity with respect to climate change mitigation and adaptation, and impact reduction and early warning systems.

Climate resilience

The ability to anticipate, prepare for, and respond to hazardous events, trends, or disturbances related to climate. Improving climate resilience involves assessing how climate change will create new, or alter current, climate-related risks, and taking steps to better cope with these risks.

Climate Risk and Vulnerability Assessment

The purpose of the Climate Risk and Vulnerability Assessment (CRVA) is to develop an understanding of current and future climate risks. The CRVA will inform the inclusion of adaptation goals and actions in a climate action plan. Climate risk arises as a result of the confluence of hazards, exposure, and vulnerability. In other words, a climate hazard becomes a climate risk when inhabitants and/or assets are exposed to the particular hazard and if those exposed inhabitants or assets are vulnerable to it. The region can improve its resilience and adaptive capacity to climate-related shocks and stresses by implementing climate adaptation actions. However, it is advisable to develop a sound understanding of context-specific climate risks before developing such actions.

CO₂

Carbon dioxide, which is one of several greenhouse gases.

Emissions

The release of substances (e.g., GHGs) into the atmosphere. Emissions occur both through natural processes and as a result of human activities.

Community emissions

Greenhouse gas emissions generated from community activities.

Corporate emissions

Greenhouse gas emissions generated through local government operations.

Global warming potential (GWP)

An index representing the combined effect of the differing times greenhouse gases remain in the atmosphere and their relative effectiveness in absorbing outgoing infrared radiation.

Greenhouse gases (GHGs)

The atmospheric gases responsible for causing global warming and climate change. The major GHGs are carbon dioxide (CO₂), methane (CH₄) and nitrous oxide (N₂O). Less prevalent -- but very powerful -- greenhouse gases are hydrofluorocarbons (HFCs), perfluorocarbons (PFCs) and sulphur hexafluoride (SF₆).

Greenhouse gas (GHG) inventory

A GHG inventory is an accounting of the amount of GHGs emitted into or removed from the atmosphere over a specific period of time (e.g., one year). A GHG inventory also provides information on the activities that cause emissions and removals, as well as background on the methods used to make the calculations. Policy makers use GHG inventories to track emission trends, develop strategies and policies and assess progress. Scientists use GHG inventories as inputs to atmospheric and economic models.

Local government

In British Columbia, a term that includes both regional districts and incorporated municipalities.

Local government corporate emissions boundary

GHG emissions produced as a result of a local government's delivery of "traditional services," including fire protection, solid waste management, recreational/cultural services, road and traffic operations, water and wastewater management, and local government administration.

Mitigation

Climate change mitigation refers to actions or activities that limit GHG emissions entering the atmosphere and/or reduces their levels in the atmosphere. Mitigation includes any activity that reduces or limits GHG emissions, such as energy production and use, or sequestration, which removes emissions from the atmosphere through land use or other (including artificial) mechanisms.

The ultimate goal of mitigation is to preserve a biosphere which can sustain human life and supporting ecosystems. This means reducing anthropogenic GHG emissions towards net zero to limit the warming, with global goals agreed in the Paris Agreement. Effective mitigation strategies require an understanding of mechanisms that underpin release of emissions, and the technical, policy and societal options for influencing these.

The Paris Agreement

The legally binding international treaty on climate change. It was adopted by 196 Parties at COP 21 in Paris, on December 12, 2015 and entered into force on November 4, 2016. Its goal is to limit global warming to well below a 2-degree Celsius increase in temperatures (and preferably 1.5 degrees Celsius) compared to pre-industrial levels.

The Paris Agreement is a landmark in the multilateral climate change process because, for the first time, a binding agreement brings all nations into a common cause to undertake ambitious efforts to combat climate change and adapt to its effects.

Vulnerability

The degree to which a system is susceptible to, or unable to cope with, adverse effects of climate change, including climate variability and extremes. Vulnerability is a function of the character, magnitude, and rate of climate variation to which a system is exposed, its sensitivity, and its adaptive capacity.

Zero carbon construction

Tackling operational and embodied carbon emissions from the building and construction sector. It requires deep collaboration across the entire value chain, and radical transformation in the way buildings are designed, built, occupied and deconstructed. It requires new business models that promote circularity, re-use of buildings and materials, whole lifecycle thinking, high performance operations, and ultimately a shift away from fossil fuels.

Zero emission vehicles (ZEVs)

A vehicle that has the potential to produce no tailpipe emissions. They can still have a conventional internal combustion engine but must also be able to operate without using it. The following vehicles are considered ZEVs: battery-electric, plug-in hybrid electric and hydrogen fuel cell.

APPENDIX B: EXAMPLES OF CLIMATE INITIATIVE

[Regional Energy Efficiency Program](#)

The Central Kootenay Regional District is committed to reducing greenhouse gas emissions and saving energy. The Regional Energy Efficiency Program has three options for saving energy and money in homes. Participants can access support through the process such as energy advisors, contractors, rebates, low interest financing, and next steps.

[The East Kootenay Energy Hub \(the Hub\)](#)

Facilitated by the Community Energy Association, the Hub is raising awareness of energy efficient solutions for East Kootenay residents. Supports for new home construction, home renovations, and electric vehicle initiatives are provided. The Hub has resources for builders, homeowners, realtors and local governments to make more informed choices about energy efficient options in new and existing buildings.

[Electric Vehicle \(EV\) Charging in Richmond](#)

To support access to residential zero emission vehicle charging, in December 2017 the City of Richmond began requiring energized zero-emission vehicle charging outlets capable of supporting a Level 2 charger in each parking space in a new building. Richmond has public EV charging stations throughout the community so when you visit a city facility, you can charge your vehicle. EVs are an important component of a more sustainable Richmond, and supporting increased adoption of EVs through convenient access to charging stations is an important action in [Richmond's Community Energy and Emissions Plan](#).

[Victoria's All Ages and Abilities \(AAA\) Cycling Network](#)

Victoria is building a network of all ages and abilities (AAA) cycling routes across the city. The AAA cycling network plan was adopted in 2016 and the city is aiming to complete all projects by 2023. Once the network is complete, 95% of the municipality will be within 500m of a AAA cycling route, providing safe and convenient access to village centres, parks, recreation centres and schools.

[A New Climate Action Plan for Port Coquitlam](#)

Building on the City's 2010 Corporate and Community Climate Action Plan, Port Coquitlam plans to adopt a comprehensive new made-in-PoCo Climate Action Plan in 2022 combining input collected over fall 2021 – from the public, Council, kʷikʷəłəm (Kwkwetlem) First Nation and other key stakeholders – with climate science, research, and technical data.

[Ferne Food Action Strategy](#)

This project arose at a time when the global pandemic highlighted the importance of a local supply chain, food access and a robust local agriculture. Input gathered from residents, farmers, processors, gardeners, and City of Fernie staff resulted in four actionable recommendations: 1) Promote growing food not lawns 2) Allow backyard hens citywide 3) Encourage rainwater utilization 4) Support local commercial agriculture.

[Tsay Keh Dene Nation and the Carcross/Tagish First Nation Community-Based Climate Monitoring project](#)

Chu Cho Environmental partnered with Tsay Keh Dene Nation and Carcross/Tagish First Nation to explore the local impacts of climate change and establish community-based climate monitoring programs in each Nation. Using both traditional knowledge and western science data, the team assessed the historic baseline climate, quantified changes on the land to date, and generated projections for how the climate may continue to change in the future. This project also explored how to increase community engagement and interest in climate change, with a focus on youth involvement and knowledge sharing between generations. Finally, this project serves as an essential first step in the establishment of long-term community-based climate monitoring programs in each Nation.

[Climate Action Revenue Incentive Program Annual Summary Reports](#) (2010-2018)

The annual summary reports highlight local government climate actions (2010-2018) reported for this program. The program provided funding to local governments that signed the B.C. Climate Action Charter equal to 100% of the carbon taxes they paid to support local government operations.



Local Government Climate Action Program Survey Submission Report

Lions Bay

Report generated on Friday, July 15, 2022 10:04 PST

Question	Answer
1. Does your local government or Modern Treaty Nation have a climate action plan or strategy?	No, but we are intending to undertake one in the next two years
2. For the calendar year 2021, did your local government or Modern Treaty Nation measure and publicly disclose corporate greenhouse gas (GHG) emissions?	No, corporate GHG emissions are not currently being measured, but we are currently undertaking one and it will be completed in the next two years
3. For calendar year 2021, did your local government or Modern Treaty Nation measure and publicly disclose a community-wide emissions inventory?	No, but we are intending to undertake a community GHG inventory in the next two years
4. Is your local government or Modern Treaty Nation tracking progress on its community-wide GHG reduction target?	No
4.e. If no, select all that apply:	"No, but we are planning to introduce a new target in the next two years"
5. Describe up to four climate initiatives, and their outcomes, your local government or Modern Treaty Nation is currently undertaking for Buildings	N/A

<p>6. Describe up to four climate initiatives, and their outcomes, your local government or Modern Treaty Nation is currently undertaking for Transportation</p>	<p>Lions Bay Connector Project Provides for a multi-use protected path connecting a local park to a Ride/Bus stop, promoting safe use of neighbourhood and transit connections.</p>
<p>7. Describe up to four climate initiatives, and their outcomes, your local government or Modern Treaty Nation is currently undertaking for Community</p>	<p>N/A</p>
<p>8. Describe up to four climate initiatives, and their outcomes, your local government or Modern Treaty Nation is currently undertaking for Climate Resilience</p>	<p>N/A</p>
<p>9. Which elements of your community's current official community plan (OCP) (or other relevant strategies, policies and/or plans) support the creation of more complete, compact communities?</p>	<p>OCP provides for an increase in density through secondary suites.</p>
<p>10. What actions has your local government or Modern Treaty Nation taken to increase community completeness and compactness since 2020 (e.g. urban containment boundary, increasing density by allowing secondary suites and laneway or carriage housing options)?</p>	<p>N/A</p>
<p>11. What data would be most valuable to your local government or Modern Treaty Nation in decision-making related to the creation of complete, compact communities?</p>	<p>N/A</p>
<p>12. From 2021 to now, has your local government or Modern Treaty Nation taken any action(s) to address climate impacts?</p>	<p>Formed a Climate Action Committee to provide a technical and local perspective and advice to Council to aid in the advancement of targets, policies and actions for reducing Greenhouse Gas Emissions, and adapting to climate change, as noted in the Official Community Plan (OCP). Part of My Sea To Sky's Climate Action Report Card project to build capacity for local governments to track and report community-wide GHG emissions and support evidence-based climate action planning.</p>

<p>13. Has a climate risk and vulnerability assessment (or similar assessment) been undertaken for your local government or Modern Treaty Nation?</p>	<p>No, but we are intending to undertake one in the next two years</p>
<p>14. What are the three most significant climate hazards faced by your jurisdiction</p>	<p>"Water shortage", "Wildfire", "Wind, rain, and other storm events", "Coastal flooding, storm surge events and/or other coastal hazards", "Extreme cold, snow and ice", "Ecological, cultural and/or human health impacts (examples of cultural impacts include threats to identities, languages, and livelihoods; examples of ecological impacts include biodiversity loss, erosion, invasive species, ecosystem changes)", "Extreme heat and heat stress", "Overland flooding"</p>
<p>15. Are you responding to this survey on behalf of a Modern Treaty Nation?</p>	<p>No</p>
<p>16. Based on the hazard you indicated as most significant in question 14, as a local government, which groups are most exposed/vulnerable to the impacts of that climate hazard?</p>	<p>"All apply as the hazards affect the entire community."</p>
<p>17. Based on the hazard you indicated as second most significant in question 14, as a local government, which groups are most exposed/vulnerable to the impacts of that climate hazard?</p>	<p>"All apply as the hazards affect the entire community."</p>
<p>18. Based on the hazard you indicated as third most significant in question 14, as a local government, which groups are most exposed/vulnerable to the impacts of that climate hazard?</p>	<p>"All apply as the hazards affect the entire community."</p>
<p>19. Select the top three factors your local government or Modern Treaty Nation needs most to increase the capacity to adapt to climate impacts and build community resilience.</p>	<p>"Increased funding", "More partnerships and collaboration across levels of government", "Political support and direction"</p>
<p>20. How does your local government or Modern Treaty Nation ensure equitable access to, and distribution of, climate action opportunities and benefits?</p>	<p>"There are no specific measures in place at this time to ensure equitable access to, and distribution of, opportunities and benefits"</p>

<p>21. Do the climate action plan(s) and priorities of your local government or Modern Treaty Nation align with the climate action plans and priorities of senior levels of government?</p>	<p>"Yes, we align climate action plan(s) and priorities with the federal 2030 Emissions Reduction Plan", "Yes, we align climate action plan(s) and priorities with the provincial CleanBC Roadmap to 2030", "Yes, we assess our plans and priorities for multilevel alignment"</p>
<p>22. Is your local government a signatory to the B.C. Climate Action Charter or a Modern Treaty Nation?</p>	<p>Yes</p>
<p>23. To demonstrate commitment to climate action, climate investments (i.e., matching funding or in-kind contributions) equivalent to 20% of the provincial funding received are required of local governments and Modern Treaty Nations. The intent is to show past, current, and future investments in climate action and create awareness and education.</p>	<p>"Staff time", "Climate or energy studies and/or assessments", "Climate or energy plans, policies and/or strategy development", "Climate resilient infrastructure and/or capital project(s)"</p>
<p>24. Please provide your (or survey primary contact's) first and last name.</p>	<p>Pamela Rooke</p>
<p>25. Please indicate your (or survey primary contact's) position with your local government or Modern Treaty Nation.</p>	<p>Chief Financial Officer</p>
<p>26. Please provide your (or survey primary contact's) business email address.</p>	<p>finance@lionsbay.ca</p>
<p>27. Please provide your (or survey primary contact's) business phone number.</p>	<p>6049219333</p>



Local Government Climate Action Program Attestation Form

Instructions for the Attestor:

1. Complete and sign this form by filling in the fields below.
2. Email the completed and signed form to LGCAP@gov.bc.ca.

I, the Chief Financial Officer, or equivalent position, of the Village of Lions Bay (name of local government) confirm the following:

1. That Local Government Climate Action Program funding has been, or will be, allocated to climate action.
2. That if funds are held in reserve, they will be spent by the end of March 2025.
3. That a completed and signed version of this form will be submitted by email to the Climate Action Secretariat, Ministry of Environment and Climate Change Strategy by July 29, 2022.
 - a. If council approval is required, it will be submitted no later than September 30, 2022.
4. That a completed and signed version of this form will be publicly posted by September 30, 2022.
5. That a completed and exported version of the program survey (submitted online) will be publicly posted by September 30, 2022.

Attested to by me at (name of local government) the Village of Lions Bay
on (date) July 15 2022

Signature of Attestor: Pamela Rooke

Printed Name of Attestor: Pamela Rooke

Title or Profession of Attestor (i.e. Chief Financial Officer or equivalent position):
Chief Financial Officer

Telephone Number of Attestor:
604-921-9333

Email Address of Attestor:
finance@lionsbay.ca

Ministry of Environment and Climate Change Strategy

Climate Partnerships and Engagement Branch
Climate Action Secretariat

Mailing Address:
PO Box 9486
Stn Prov Govt
Victoria BC V8W 9W6

Email: env.mail@gov.bc.ca
Website:
<http://www2.gov.bc.ca/gov/content/environment/climate-change>

From: [Marina Blagodarov](#)
To: [Marina Blagodarov](#)
Subject: FW: Invitation: LGCAP Year 2 Survey
Date: Friday, June 30, 2023 12:33:34 PM

From: The LGCAP Team via SimpleSurvey <messages-noreply@simplesurvey.com>
Sent: Monday, May 15, 2023 12:27 PM
To: Finance <finance@lionsbay.ca>
Subject: Invitation: LGCAP Year 2 Survey

Hello Pamela,

Welcome to Year 2 of the [Local Government Climate Action Program](#)! To complete reporting requirements, please click on the link below. Please read the instructions carefully.

[Click here to start](#)

You can share this link internally for others to contribute to the survey but only one user can be logged in at a time. Each user must click "save and continue later" at the bottom of the page before closing to ensure no information is lost.

Time requirement

Completing the survey can require gathering information from multiple staff. It can be completed quickly (1/2 hour) or within a few hours depending on how much information is included. Note that many questions are 'optional'.

Reach out anytime

You can reach out to us with questions at LGCAP@gov.bc.ca

Deadline

The deadline to complete this survey is July 31, 2023 at 4PM PDT.

Thank you!

[Unsubscribe](#) | [Report abuse](#)



VILLAGE OF LIONS BAY

General Correspondence:			
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25-Jun-23	R11 Norm Barmeier	Public Works Village Update - water leakage	13
29-Jun-23	R12 Douglas Miller	Remarks regarding sign	14
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From: [SANDY BOATES](#)
To: [Lions Bay Reception](#)
Subject: re: Roundup
Date: Thursday, June 22, 2023 5:49:29 PM

To the Mayor, Council and City...
re: Roundup is poison

Chilliwack, BC:
www.chilliwack.com/pesticidefree

Port Moody, BC: has banned the use of all pesticides on public and private lands since 2003.
Mission, BC: does not use glyphosate in the management of their parks or municipal forest, which constitutes about 50% of the City's area.
Coldstream, BC: does not use Roundup in their weed control program.
Invermere, BC: banned Roundup several years ago.
White Rock, BC: We have a bylaw in place and on our website and the use of glyphosate (RoundUp) is not permitted for cosmetic purposes.
<https://www.whiterockcity.ca/202/Cosmetic-Pesticide-Use-Bylaw>

ROUNDUP IS POISON

The active ingredient in Roundup is glyphosate. It's been called the 'DDT of this century', and it is. Vancouver, Quebec and Montreal have banned the use of glyphosate as well as other cities and countries around the world. This includes Mexico, Germany and France. And to note, Bayer of Germany, was the company that bought out Monsanto, the owner of Roundup. Glyphosate could have been 'safe' if it weren't for its off target effects, as like our medicine usually has side effects. Its mechanism of action is to shut down the shikimate pathway in plants which makes some of the essential amino acids, the building blocks of protein. Without these amino acids to make proteins, the plant dies. Human cells do not contain the shikimate pathway, hence 'safe' for humans. This pathway only exists in plants, and in fungi and bacteria that live in the soil and in our intestinal tract. The fungi, bacteria and other microbes in the soil make nutrients available to plant roots, which makes them strong, healthy and nutrient dense, to resist pests and disease naturally. The beneficial microbes in our gut do the same for us and determines human health. Glyphosate, being an antibiotic, as stated on the original patent, is antimicrobial, which means that it kills the beneficial microbes in the soil and in our gut.

Farmers use glyphosate as a weed killer, and a drying agent for grains and beans just before harvest. Then there are GMO seeds and produce, that are designed to survive the direct chemical spray of this toxic chemical. Glyphosate can be absorbed through the leaves of these plants, so it can't be washed off. We are all consuming residues of glyphosate in our food. It seems to be in almost everything, wine, honey, boxed cereal, tampons and cotton sheets. GMO produce is in our grocery stores un-labelled. Glyphosate causes organ damage in livestock, kidney disease in agricultural workers, disrupts hormones and reproduction, has neurological impacts on children, and causes cancer. It is able to break open the tight junctions in our gut membrane as well as other membranes, such as the kidney tubules, blood vessels and the blood brain barrier. In the intestinal tract, some of the contents there are able to seep through the gut barrier and into the blood stream. Each time this happens, the immune system gets turned on which causes chronic inflammation, of said to be the root cause of disease. Glyphosate harms bees, butterflies, deer and other wildlife. Currently there are class action lawsuits in Canada and the United States against Bayer, for the toxic effects of glyphosate by home gardeners, farmworkers and landscapers. It would be best for all of us to find natural alternatives for everything we do.

Sandy Boates
9239 Kokanee Road
Vernon, BC
sandyboates@shaw.ca
P#: 236-426-2192

The right to clean air, water, soil and food.

It would be better if Canada was 'all organic'. Chemical agriculture kills the life in the soil. It makes dead soil... can't grow food. We have the right to food security.

Office of the Chair
Tel. 604-432-6215 or via Email
CAOAdministration@metrovancouver.org

June 27, 2023

File: CR-12-01
Ref: RD 2023 Jun 2

Mayor Ken Berry and Council
Village of Lions Bay
PO Box 141, 400 Centre Road
Lions Bay, BC V0N 2E0
VIA EMAIL: mayor.berry@lionsbay.ca; office@lionsbay.ca

Dear Mayor Ken Berry and Council:

**Proposed Land Use Designation Amendment to *Metro 2050*
Township of Langley – 23699 and 23737 Fraser Highway**

The Township of Langley is requesting a Type 2 Amendment to *Metro 2050*, the regional growth strategy, for two properties located at 23699 and 23737 Fraser Highway, totaling 4.12 hectares. The proposed regional land use designation amendment would redesignate the site from Rural to Industrial to permanently allow for industrial uses granted under a temporary use permit set to expire in May 2024, as well as allow for additional industrial uses subject to meeting certain development prerequisites.

At its June 2, 2023 regular meeting, the Board of Directors of the Metro Vancouver Regional District (MVRD) adopted the following resolution:

That the MVRD Board:

- a. initiate the regional growth strategy amendment process for the Township of Langley's requested regional land use designation amendment from Rural to Industrial for the lands located at 23699 and 23737 Fraser Highway;*
- b. give first, second, and third readings to "Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1365, 2023"; and*
- c. direct staff to notify affected local governments as per section 6.4.2 of Metro 2050.*

As required by both the *Local Government Act* and *Metro 2050*, the regional growth strategy amendment process requires a minimum 45-day notification period to allow all affected local governments and members of the public to provide comment on the proposed amendment. Following the comment period, the MVRD Board will review all comments received and consider adoption of the amendment bylaw.

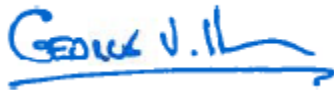
59956437

The proposed amendment is a Type 2 amendment to *Metro 2050*, which requires that the public be provided with engagement opportunities as outlined in Section 6.4.4 in *Metro 2050* and that the amendment bylaw be passed by the MVRD Board by a two-thirds weighted vote. For more information on regional growth strategy amendment procedures, please refer to Sections 6.3 and 6.4 in *Metro 2050*. A Metro Vancouver staff report providing background information and an assessment of the proposed amendment regarding its consistency with *Metro 2050* is enclosed.

You are invited to provide written comments on the proposed amendment. Please provide your comments **by September 8, 2023**.

If you have any questions with respect to the proposed amendment, please contact Jonathan Cote, Deputy General Manager, Regional Planning and Housing Development, by phone at 604-432-6391 or by email at jonathan.cote@metrovancover.org.

Yours sincerely,



George V. Harvie
Chair, Metro Vancouver Board

GVH/JWD/hm

cc: Ron Miller, Acting Chief Administrative Officer, Village of Lions Bay
Jerry W. Dobrovolsky, Commissioner/Chief Administrative Officer, Metro Vancouver
Heather McNell, Deputy Chief Administrative Officer, Policy and Planning, Metro Vancouver
Jonathan Cote, Deputy General Manager, Regional Planning & Housing Development, Metro Vancouver

Encl: [Metro 2050 Amendment Request - Township of Langley \(23699 and 23737 Fraser Highway\)](#)

59956437

From: [Lions Bay Reception](#)
To: [Agenda](#)
Subject: FW: City of Prince George Resolution Submission to 2023 UBCM Convention
Date: Wednesday, June 28, 2023 3:04:44 PM
Attachments: [image001.png](#)
[City of Prince George Resolution - Reimbursing Local Governments for Medical Services Provided by Local Government Fire and.pdf](#)

From: Kellett, Leslie <Leslie.Kellett@princegeorge.ca>
Sent: Wednesday, June 28, 2023 2:47 PM
Subject: City of Prince George Resolution Submission to 2023 UBCM Convention

Good afternoon, Mayor and Council,

At the June 26, 2023 regular council meeting, City of Prince George Council approved submitting a resolution to the 2023 UBCM Convention regarding “Reimbursing Local Governments for Medical Services Provided by Local Government Fire and Rescue Services” and further resolved to share this resolution with UBCM member municipalities.

We appreciate your consideration to support this resolution at the 2023 UBCM Convention.

Sincerely,



LESLIE KELLETT

Deputy Corporate Officer

5th Floor, 1100 Patricia Blvd., Prince George, B.C. V2L 3V9

p: 250.561.7655 | f: 250.561.0183

leslie.kellett@princegeorge.ca

www.princegeorge.ca

Resolution Submitted to the 2023 UBCM Convention

Reimbursing Local Governments for Medical Services Provided by Local Government Fire and Rescue Service

WHEREAS communities across British Columbia are facing a significant increase in calls to respond to emergency medical incidents;

AND WHEREAS local governments provide for their fire departments to support prehospital patient care in their community by providing emergency medical services that assist the Provincial Government's BC Ambulance Service;

AND WHEREAS the costs associated with supporting prehospital care by local government fire departments has increased significantly in relation to response hours and increased use of first aid and other medical supplies and that such costs are funded solely through local government property taxation;

THEREFORE BE IT RESOLVED that the Provincial Government develop a funding model to compensate local governments who provide emergency medical services through their fire and rescue services fulfilling the responsibility of the provincial government with consideration given to community population and the fire department's authorized level of emergency medical response.

From: [REDACTED]
To: [Council](#)
Subject: Defamation Issues
Date: Tuesday, June 20, 2023 12:56:35 PM
Importance: High

Dear Council,

I noticed with concern that Rose Dudley's letter to Council on June 15th was again omitted from public correspondence pending legal review. This happened once before with no end result provided to residents as to the rationale for these decisions.

I watched the video of the June 6th Council meeting and was astonished that Tanya Cosgrave when addressing Council during public participation from the gallery, criticized three long time Village residents, Rose Dudley, David Butler and Doug Miller by name for expressing their views on the current political turmoil in our Village. Not one member of Council spoke up.

Given the actions taken by Council with regard to Rose Dudley, I expect that Council will send a letter to Tanya Cosgrave advising her that her comments were in fact, defamatory, as they were publicly recorded and that no further such comments from her will be tolerated.

Please advise me as to the actions you will be taking.

Yours truly,

Ute Philips

From: [Lions Bay Reception](#)
To: [REDACTED]
Cc: [Agenda](#)
Subject: RE: Form submission from: Feedback Form
Date: Wednesday, June 21, 2023 4:26:22 PM

Hello Doug,

Your email was received and will be included in the next Council meeting correspondence section.

Thank you.

Shawna Driscoll

Administrative Assistant

From: no-reply@upanupstudios.com <no-reply@upanupstudios.com>
Sent: Wednesday, June 21, 2023 12:05 PM
To: Lions Bay Reception <reception@lionsbay.ca>
Subject: Form submission from: Feedback Form

Submitted on Wed, 06/21/2023 - 12:05

Submitted by: Anonymous

Submitted values are:

Full Name

Doug Pollock

Email Address

[REDACTED]

Comments

Mayor and Council

Wednesday June 21, 2023

This is not the first time I have communicated my concerns regarding the removal of the stop sign at the rail crossing on Lions Bay Ave. (heading down the hill and over the tracks). And I do understand that a considerable amount of funds have been spent to see if it might be possible to NOT have this stop sign removed. Unfortunately, the concern for the safety of residents and visitors to our community (other than how it related to trains) was not addressed - what was addressed was the interaction of trains with vehicles! As we are all aware there is a considerable amount of traffic in addition of vehicles - kids, dogs, bikes, inner tubes, water wings, marina users and exploring tourists (first time visitors unfamiliar with our community.

The concern I have is to do with these things that were not addressed!

Earlier today I did a little tour of our community roads, and I would like to report that (with almost no exceptions) there were one or more stop signs at all intersections. Why?.....because they are needed to insure a level of safety that would not exist without them!

With the removal of the stop sign in question will make this area more dangerous for all users.

The flashing lights DO protect both trains and vehicles from accidents, but when there is NO train coming down the tracks, and they are not flashing.....they do nothing to deal with the other safety issues - issues that are unrelated to trains!

The existing stop sign helps to insure that vehicles STOP and make sure it is safe to proceed before doing so.

What exactly can be done.....I am not sure.....but making this highly used area of our community less safe is irresponsible.

Thank you,

Doug Pollock

Please let us know if this is for staff consideration or for Council correspondence:

This feedback is for Council and I would like it to appear on the agenda

From: [REDACTED]
To: [Lions Bay Reception; Council](#)
Subject: Influx of hikers, no campfire signs, parking etc
Date: Wednesday, June 21, 2023 5:55:56 PM

Reception

Mayor and Council:

The influx of hikers to the Village has been astronomical and in the areas where access to the trails are located it is having a huge impact on residents. I was told last week by a resident that when told not to park in a specific location because they would receive a ticket, the hikers said “we’ll just share the cost of the ticket amongst the group”, others while parking in front of a fire hydrant and told by a resident not to park there have said “I’ll just pay the ticket” and they don’t move their car. Someone parked on a resident’s property and left a note saying “we’ve just gone for a hike, hope you don’t mind we parked here”. Another resident stated that when talking to hikers who use the trails and camp overnight, they openly admit to having campfires. Campfires are being found unextinguished when hikers leave to hike back to their vehicles.

Our streets are not the parking lot at Grouse Mountain for the Grouse Grind or the parking lot at the Sea to Sky Gondola. These are our Village streets where we want to enjoy a nice quiet safe walk with our dog or our children, these are our homes where we want to enjoy a quiet time in our garden or on our deck. Instead we are faced on weekends, as soon as it is daylight, with constant cars and hikers, playing their music, talking loud and yelling to each other in their groups of 5-15 or more while they walk spread right across the roadway. When asked to move over to the side by a resident trying to drive past on a curve, they say “go around us”. This huge increase in vehicular traffic is also having an affect on our street pavement in the various areas.

From the May 12 Village Update, Karl Buhr indicated, after he had been up to the water intakes with the staff: “Approaching a month into the job, I’m realising that once a sign has been put in place in a municipality, it’s there forever unless someone questions if it’s still needed. The community ends up looking like a sign farm rather than, well, a community. Public Works is going to take a hard holistic look at our sign population. Please nominate candidates for the cull.”

I sent him an email saying please do not remove any signs that would prevent the Bylaw Officers from doing their jobs, as I was concerned it was the parking signage he was referring to. His reply: “My ask was more directed at non-parking signage like for example, “No Campfires,” which I’d bet gives more people the idea than it prevents.”

We recently survived a wildfire down just past lower Kelvin Grove that could have decimated the Village. If unextinguished campfires have already been found up the mountain trails in June, what is to happen as we enter summer? The rain we have had has not even penetrated the forest canopy to moisten the ground. If you dig down 4” into the ground in your yard, you’ll find 1” of moist soil and below that it is just dry powdered dust! The thought is to remove some **No Campfire** signage in our forests and watershed because we don’t want to appear to be a “sign farm” and the signs may just encourage people to have a campfire. A councillor and the mayor want to **reduce parking fines** because they are getting complaints from those who parked and got ticketed while they were hiking, or they didn’t pay their fine and now the collection agency is charging them more. They want to do this for the hikers/the thrill seeking cliff jumpers/the beach goers who come to our Village. What about the

residents? We are being impacted by these things and it is increasing. A vehicle blocking a fire hydrant during a potential house fire! An unextinguished campfire could end up wiping out our forest and watershed, or even our entire Village. We also keep hearing at council meetings that the Parking Committee will be discussed at the “next” meeting and should be established soon. Summer is now upon us and everyone has been prompting council for action for months and months.

Disrespect by visitors to our Village, our watershed, our neighbourhoods and the residents is not acceptable any longer. Please put the residents and the Village first. What is council working on, and what plans are actively in progress to deal with the safety issues relating to all of the things mentioned here and stated directly to council from other very concerned residents?

Thank you,
Gail

From: [REDACTED]
To: [Council](#)
Subject: Potholes
Date: Saturday, June 24, 2023 8:05:58 AM

Hello,

233 Bayview Rd (and above/below) has numerous severe potholes that are causing damage to cars if driven through, or causing drivers to swerve into oncoming traffic to avoid them.

Thanks!
Charity

From: [REDACTED]
To: [Lionel's Friends](#)
Cc: [Public Works](#)
Subject: Concerns regarding tree debris
Date: Saturday, June 24, 2023 5:21:28 PM

To the Mayor, Councillors, Karl Buhr, Fire Chief Barret Gernschild, Emergency Coordinator Phil Folkersen

I am writing on behalf of my husband and myself who have concerns and questions regarding the practice of felling trees and branches as you see in this photo from Soundview taken a couple of weeks ago

Firstly questions: If this is village property, was permission requested and if it was granted is there an obligation on the part of the home owner to remove the debris from the area? We have also noticed trees being felled on Loggers Lane in the past which were also left to add to the potential fuel for fires in our dry forest There are numerous other examples around the village

Possibly we have been remiss in not raising this issue in the past but the recent fire near Kelvin Grove is a good reminder of our vulnerability in Lions Bay

Please forward our concerns to the Fire Chief and Emergency coordinator



Ingrid and Andrew Wray

Ingrid Wray
[REDACTED]

From: [REDACTED]
To: [Council; Karl Buhr, Public Works Manager](#)
Subject: Public Works Village Update
Date: Sunday, June 25, 2023 8:19:34 AM

Dear council and Karl:

I wanted to applaud the public works manager for the detailed and specific update on water leakage and the plan of attack in the June 23rd VU.

I appreciate the transparency and the technical specificity of the update. It's confidence building and I look forward to more technical updates like this.

Karl, if there is any way I can support or help troubleshoot please do let me know. I'm certainly happy to help.

Kind regards,
Norm

June 29, 2023

To: Mayor and Council
Lions Bay, B.C.
council@lionsbay.ca
reception@lionsbay.ca

Fr: Douglas Miller
Lions Bay, B.C.


Re: Remarks made during Council meeting held June 20, 2023

During the council meeting of June 20, Councillor Broughton mentioned a sign that had been displayed on the home that Norma Rodgers and I share in the Village.

I would like to point out the sign, or graffiti as it was described by Councillor Broughton, was solely my doing. Norma Rodgers had nothing to do with the sign. As a matter of fact, when she saw the sign, Norma deemed it to be “too personal” and asked for it to be taken down. Given her position, I removed the sign.

Further, I feel it was inappropriate for Councillor Broughton to waste the time of office staff and that of a by-law officer over something that apparently injured nothing more than his feelings.

Douglas Miller

From: [REDACTED]
To: [Council; Lions Bay Reception](#)
Subject: annual report
Date: Thursday, June 29, 2023 11:08:47 AM

Dear Mayor and Counsellors,

Agenda Package

Counsellors have agreed that agenda packages should be published on the Friday before council meetings, so I expect the July 4 meeting agenda package will be provided June 30.

Annual Municipal Report

According to the Community Charter, Council must present an Annual Municipal Report that includes an audited financial statement, and make it available for public inspection. Council must then consider the report and questions from the public during a meeting at least 14 days after public inspection and no later than June 30.

Why has there not been the usual process following budget completion, specifically an audited financial statement, public input and then an Annual Municipal Report. Last year during a May 3, 2022 Committee of the Whole meeting BDO Canada presented an audited financial statement and noted they were ready to issue a final audit report once Council approved. The timing is important since the audited financial statement is due May 15 each year. This year we are at the end of June with no information about an audited financial statement or annual report.

Why has there been no communications about the missed deadline for the Annual Municipal Report?

regards,
Norma Rodgers