



**REGULAR COUNCIL MEETING
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, SEPTEMBER 5, 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;
- (d) the security of the property 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)**
 - A. Simon Gravel – Lions Bay Bear Smart
- 7. Review and Approval of Minutes of Prior Meetings**
 - A. Regular Council Meeting – July 18, 2023 (*page 5*)
 - B. Special Council Meeting – July 26, 2023 (*page 14*)
 - C. Special Council Meeting – August 3, 2023 (*page 16*)
 - D. Special Council Meeting – August 10, 2023 (*page 18*)
 - E. Special Council Meeting – August 12, 2023 (*page 19*)
 - F. Special Council Meeting – August 13, 2023 (*page 20*)
 - G. Special Council Meeting – August 22, 2023 (*page 22*)
 - H. Special Council Meeting – August 29, 2023 (*page 24*)
 - I. Regular Council Meeting – January 17, 2023 (*page 27*)
 - J. Special Council Meeting – March 24, 2023 (*page 35*)
 - K. Special Council Meeting – February 24, 2023 (*page 38*)
 - L. Regular Council Meeting – January 31, 2023 (*page 40*)
- 8. Business Arising from the Minutes**
 - A. Annual Report
- 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
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 diesel reports with recent information and report back to Council	PWM, Karl Buhr	On-Going
289	July 4, 2023	First draft of the Local Government Climate Action Program Report for the Climate Action Committee's review	Controller, Joe Chirkoff	On-Going
290	July 18, 2023	Identify information sources in the Local Government Climate Action Program Report for review at an upcoming Climate Action Committee meeting.	Controller, Joe Chirkoff	On-Going
291	July 18, 2023	Procurement Policy	Controller, Joe Chirkoff	On-Going
292	July 18, 2023	Renewable Diesel Discussion		
293	July 18, 2023	Bayview Bridge		On-Going
294	July 18, 2023	Research best practices for Correspondence and Communication Policies, 1401 and 1405, for Council's consideration.	Deanna Campbell	Unknown

10. Reports

A. Staff

B. Mayor

C. Council

- i. Update for Infrastructure Committee (*page 51*)

Recommendation:

THAT Council approve Terms of Reference of the Infrastructure Committee.

- ii. Klatt Building Renovation Project
- iii. Stop Signs at railway crossings

D. Committees

- i. Report on LBBPAC update

E. Emergency Services

- i. RCMP Report (*page 62*)

THAT the RCMP report from May to June 2023 be received.

11. Resolutions

A. Communications to the Community of the Village of Lions Bay in the Village Update

Recommendation:

WHEREAS Mayor Berry was duly elected singularly as the Mayor of Lions Bay on October 15th, 2022, AND

WHEREAS democracy thrives in an environment of accurate and timely information, AND

WHEREAS a community excels in the presence of recognition and support, AND

WHEREAS the Mayor is seen and must act as the key representative and head of the Village of Lions Bay at times of celebration and challenge,

THEREFORE, BE IT RESOLVED THAT restrictions to the Mayor posting regular communications to the Community of the Village of Lions Bay in the Village Update be removed effective immediately.

B. Noise Relaxation Request – Lions Bay House Concerts

Recommendation:

THAT Council grant an exception to Noise Bylaw No. 283, 1998 to allow for the following events with amplified sound between the hours of 8 am and 11 pm at the Broughton Hall

- October 22, 2023 event;
- November 25, 2023 event;
- December 16, 2023 event; and
- December 23, 2023 event.

12. Bylaws**13. Correspondence**A. List of Correspondence to August 31, 2023 (*page 64*)

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**



**REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, JULY 18, 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 (via videoconference)

Also Present: Marina Blagodarov, Acting Municipal Coordinator
Karl Buhr, Public Works Manager
Joe Chirkoff, Village Controller (via videoconference)
Deanna Campbell, Local Government Consultant (via videoconference)
Randy Diehl, Provincial Special Advisor (via videoconference)
Phil Folkerson, Emergency Program Coordinator
Clare Greenberg, Executive Director, Sea to Sky Invasive Species Council
(via videoconference)
Kelsey Guenette, Raincoast Ventures Ltd. (via videoconference)
(Recorder)

Public: 3 in person; 19 via videoconference

1. Call to Order

Mayor Berry called the meeting to order at 6:01 p.m.

2. Closed Council Meeting (6:00 PM)

Proposed topics for discussion in the absence of the public:

- A. Labour
- B. Legal
- C. Land

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:

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;

(d) the security of the property 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)

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

(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

CARRIED

The meeting returned to open session at 7:01 p.m.

3. Reporting Out from Closed Portion of Meeting

This item was not discussed.

4. Adoption of Agenda

Moved/Seconded

THAT Item 10(B)(i) Proper Chain of Command for Communication be added to the agenda.

CARRIED

(Councillors Abbott and Reuter opposed)

Moved/Seconded

THAT the agenda of the July 18, 2023, Regular Council Meeting be adopted with the following amendments:

- Addition of Item 6(B) Phil Folkerson
- Addition of Item 10(B)(i) Proper Chain of Command for Communication; and

THAT Councillors be limited to speak for two minutes per topic.

CARRIED

(Councillors Abbott and Reuter opposed)

5. Public Participation

A. Greg Leary

Greg Leary raised concerns regarding speed and noise on the highway during the summer season and offered speed mitigation suggestions.

Moved/Seconded

THAT Council approves resident Greg Leary to proceed with speed mitigation suggestions, with Councillor Broughton as a contact if required.

CARRIED

B. Marek Sredzki

Marek Sredzki expressed concerns regarding election expenses and wildfire hazards in the Village.

C. Norma Rodgers

Norma Rodgers raised concerns regarding parking issues due to hiking tourists in the Village.

6. Delegations

A. Sea to Sky Invasive Species Council

Clare Greenberg, Executive Director, Sea to Sky Invasive Species Council, provided information regarding invasive species management and education initiatives in Lions Bay.

B. Phil Folkerson

Phil Folkerson, Emergency Program Coordinator, provided updates on the ongoing drought in the Province of British Columbia, wildfire mitigation, and the potential hazards hiking tourists bring to the Village.

7. Review and Approval of Minutes of Prior Meetings

A. Regular Council Meeting – July 4, 2023

Moved/Seconded

THAT the Regular Council Meeting Minutes of July 4, 2023, be approved with the following amendments:

- Page 6, Item 9(A), amend the second motion to read “THAT Council approve the noise bylaw exemption request for the Lions Bay General Store & Café as presented for the 2023 season”
- Page 7, Item 10(A)(iii), amend the motion to read “THAT Council approve the signing of the CN Rail Agreement for the additional set of lights”.

CARRIED

8. Business Arising from the Minutes

None.

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
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	Ongoing
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, 2023.
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.	Ongoing

287	June 20, 2023	Update diesel reports with recent information and report back to Council	Public Works Manager	Ongoing
289	July 4, 2023	First draft of the Local Government Climate Action Program Report for the Climate Action Committee's review	Controller	Ongoing

Councillor Broughton provided an update on Action No. 284 and advised that follow-up with Transport Canada is ongoing to clarify traffic pattern requests.

10. Reports

A. Staff

i. Branch Trimming

Karl Buhr, Public Works Manager, referred to communication included with meeting materials regarding branch trimming to occur in the Village as part of a four-year tree trimming program.

ii. Disaster Mitigation and Adaptation Fund

The Public Works Manager reviewed potential projects included in the Disaster Mitigation and Adaptation Fund application.

Moved/Seconded

THAT Council supports and commits the municipality to 60% funding for identified projects, subject to approval during the budget and strategic planning process, and directs staff to submit an application by the July 19, 2023, deadline to the federal Infrastructure Canada Disaster Mitigation and Adaptation Fund for 40% funding for the municipality's Bayview from Stuart to Mountain Drainage and Water Improvement Project, Centre-Upper Bayview-Bayview Place Watermain and Drainage Project, and Lower Oceanview Drainage Project, bundled as a master project registered with Infrastructure Canada as DMAF-0002042-Saving Surface-Source Supply; and

THAT Council directs the Corporate Officer to provide a certified copy of this resolution to the Public Works Manager for inclusion in the application.

CARRIED

iii. Parking Situation, Summer 2023

The Public Works Manager referred to the briefing note included with meeting materials regarding parking in the Village for information.

- iv. Highway Safety and Noise, Summer 2023
The Public Works Manager reviewed the briefing note included with meeting materials regarding highway safety and noise in the Village.

Moved/Seconded

THAT Council requests the Ministry of Transportation and Infrastructure to update the 2017 speed study.

CARRIED

Moved/Seconded

THAT Council requests the Ministry of Transportation and Infrastructure to commission a noise study to be run on any non-rain day at Lions Bay.

CARRIED

Moved/Seconded

THAT Council resume advocating for an “Average Speed Over Distance” pilot at Lions Bay in concert with Squamish Council at the 2023 Union of BC Municipalities convention.

CARRIED

- v. Staircase
Discussion ensued regarding closing a staircase at the municipal campus.

Moved/Seconded

WHEREAS the wooden stringers of the staircase between the upper and lower walkways at the municipal campus are now so degraded as to make the staircase unrepairable;

WHEREAS it must be replaced, either with another wooden structure or with proper concrete steps;

THEREFORE BE IT RESOLVED THAT until that day arrives, Council orders the current staircase be closed to eliminate public liability, with the public being directed by signage to walk around the road island.

CARRIED

- vi. Water Outlook Mid-July 2023
The Public Works Manager reviewed the briefing note included with meeting materials regarding current water usage in the Village. He advised that Level 3 consumption restrictions may be required during the season.

Discussion ensued regarding leaks in the water service line and potential solutions.

- vii. Local Government Climate Action Program Report
 Joe Chirkoff, Controller, reviewed the Local Government Climate Action Program Report, included with meeting materials for information.

Action: It was requested that Joe Chirkoff, Controller, identify information sources in the Local Government Climate Action Program Report for review at an upcoming Climate Action Committee meeting.

- viii. Accounts Payable Cheque Listing Report
 The Accounts Payable Cheque Listing Report was provided for information.

Discussion ensued regarding potential solutions for the significant number of logs on the beach.

Moved/Seconded

THAT Council receives the Accounts Payable Cheque Listing Report for information.

CARRIED

B. Mayor

- i. Proper Chain of Command for Communication
 Discussion ensued on an appropriate communication approach for Councillors to follow.

C. Council

- i. Code of Conduct: Confirmation of Receipt from all of Council
 It was noted that signed copies of the Code of Conduct had been received from all Councillors.
- ii. Purchasing Policy
 Deanna Campbell, Local Government Consultant, advised that a meeting with the Village Controller was scheduled during the week and, following that, an update would be provided.
- iii. Renewable Diesel
 This item is ongoing, as noted under Item 9(A) Unfinished Business.
- iv. MP and MLA Meetings
 Moved/Seconded
 THAT Councillor Broughton continues to advocate for the safety of all residents on Lions Bay roadways regarding CN Rail’s proposed removal of stop signs based on train/car interaction only and the overriding

responsibility of the Village of Lions Bay to determine the roadway safety of the Village.

CARRIED

Moved/Seconded

THAT Councillor Broughton meets with CN Rail regional representatives to convey this position and the support of the Honourable Patrick Weiler, Member of Parliament, and the Honourable Jordan Sturdy, Member of the Legislative Assembly.

CARRIED

v. Response to Letters

Moved/Seconded

THAT during the absence of an appointed Chief Administrative Officer to ensure timely transparency, Councillors may respond to resident communication, consistent with Council policy, when directly involving that Councillor. All communication will be shared with all Council consistent with the Correspondence and Communication Policies, 1401 and 1405.

DEFEATED

Action: It was requested that Deanna Campbell, Local Government Consultant, research best practices for Correspondence and Communication Policies, 1401 and 1405, for Council’s consideration.

D. Committees

i. Lions Bay Beach Park Advisory Committee Update

It was noted that an update would be provided following an upcoming Lions Bay Beach Park Advisory Committee meeting.

E. Emergency Services

None.

11. Resolutions

None.

12. Bylaws

None.

13. Correspondence

A. List of Correspondence to July 13, 2023

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

Moved/Seconded

THAT general and resident correspondence be received for information.

CARRIED

14. New Business

None.

15. Public Questions & Comments

None.

16. Conclusion

Moved/Seconded

THAT the open meeting be now adjourned.

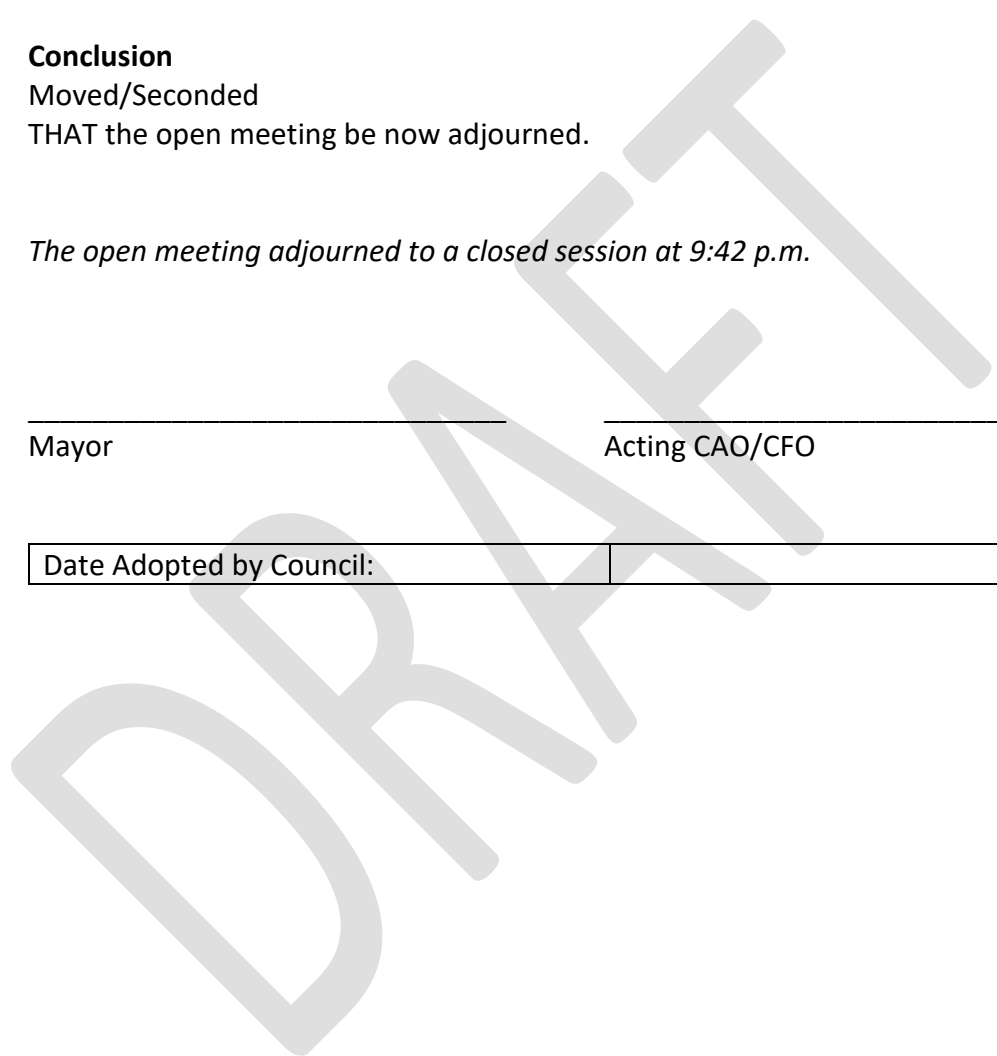
CARRIED

The open meeting adjourned to a closed session at 9:42 p.m.

Mayor

Acting CAO/CFO

Date Adopted by Council:	
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**SPECIAL MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON WEDNESDAY, JULY 26, 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 (via teleconference)

Also Present: Randy Diehl, Provincial Special Advisor (via videoconference)
Kelsey Guenette, Raincoast Ventures Ltd. (via videoconference)
(Recorder)

Public: 0 in person; 0 via videoconference

1. Call to Order

Mayor Berry called the meeting to order at 6:06 p.m.

2. Public Participation

None.

3. Committees

A. Emergency Program Committee

i. Wildfire and Fire Response

Mayor Berry informed that the Emergency Program Coordinator provided updates during a recent Council meeting on wildfire response and water conservation and was currently awaiting a response from the Province of British Columbia regarding drought prevention recommendations.

ii. Water Conservation

This item was considered together with Item 3(A)(i).

iii. Bear Smart Committee

Discussion ensued on instances of the Village Bylaw Officer entering private properties.

4. Closed Special Council Meeting

Proposed topics for discussion in the absence of the public:

- A. Legal Matter
- B. Personnel

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;
 - (g) litigation or potential litigation affecting the municipality;
 - n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2)

CARRIED

The meeting returned to open session at 8:05 p.m.

5. Reporting Out from Closed Portion of Meeting

None.

6. Conclusion

Moved/Seconded

THAT the open meeting be now adjourned.

CARRIED

The open meeting adjourned at 8:06 p.m.

Mayor

Acting CAO/CFO

Date Adopted by Council:	
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**SPECIAL MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON THURSDAY, AUGUST 3, 2023 at 7:00 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 (via teleconference)

Also Present: Randy Diehl, Provincial Special Advisor (via videoconference)
Kelsey Guenette, Raincoast Ventures Ltd. (via videoconference)
(Recorder)

Public: 0 in person; 0 via videoconference

1. Call to Order

Mayor Berry called the meeting to order at 7:01 p.m.

2. Public Participation

None.

3. Closed Special Council Meeting

Proposed topics for discussion in the absence of the public:

A. Personnel

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:

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:

(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.

CARRIED

The meeting returned to open session at 7:02 p.m.

4. Reporting Out from Closed Portion of Meeting

The Mayor reported that Council approved the recommendation by the Lions Bay Beach Park Revitalization Committee regarding contractor proposals.

5. Conclusion

Moved/Seconded

THAT the open meeting be now adjourned.

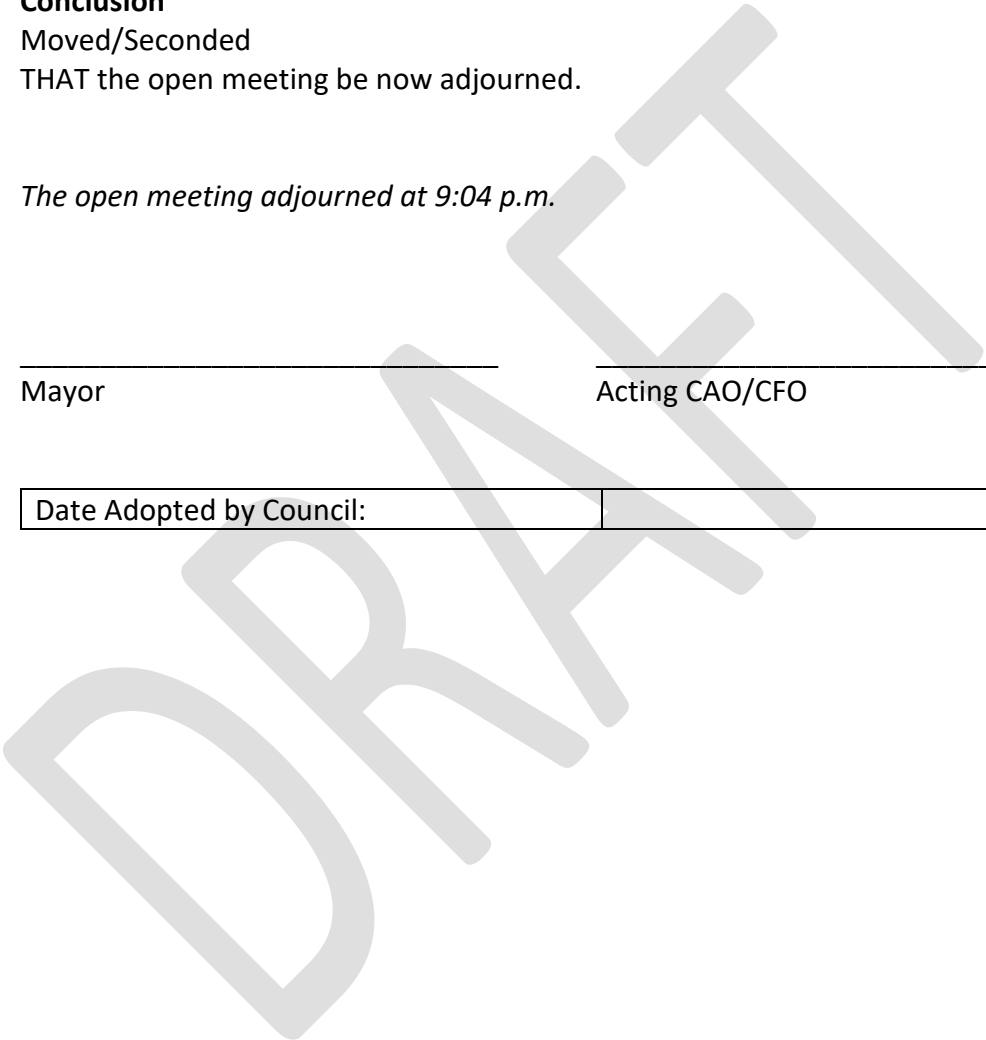
CARRIED

The open meeting adjourned at 9:04 p.m.

Mayor

Acting CAO/CFO

Date Adopted by Council:	
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**SPECIAL MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON THURSDAY, AUGUST 10, 2023 at 6:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY
AND VIA ZOOM VIDEO CONFERENCE**

MINUTES

In Attendance: Councillor Neville Abbott
Councillor Michael Broughton

Also Present: Kelsey Guenette, Raincoast Ventures Ltd. (via videoconference)
(Recorder)

Public: 0 in person; 0 via videoconference

1. Call to Order

A quorum of Council was not reached, and the meeting was rescheduled to take place on August 12, 2023 at 9:30 a.m.

The open meeting adjourned at 6:15 p.m.

Mayor

Acting CAO/CFO

Date Adopted by Council:	
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**SPECIAL MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON SATURDAY, AUGUST 12, 2023 at 9:30 AM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY
AND VIA ZOOM VIDEO CONFERENCE**

MINUTES

In Attendance: Mayor Ken Berry
Councillor Michael Broughton

Also Present: Kelsey Guenette, Raincoast Ventures Ltd. (via videoconference)
(Recorder)

Public: 0 in person; 0 via videoconference

1. Call to Order

Mayor Berry called the meeting to order at 9:32 p.m. A quorum of Council was not reached, and the meeting was rescheduled to take place on August 13, 2023 at 1:00 p.m.

The open meeting adjourned at 9:45 a.m.

Mayor

Acting CAO/CFO

Date Adopted by Council:	
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**SPECIAL MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON SUNDAY, AUGUST 13, 2023 at 1:00 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 (via teleconference)

Also Present: Christel Guenette, Raincoast Ventures Ltd. (via videoconference)
(Recorder)

Public: 0 in person; 0 via videoconference

1. **Call to Order**
Mayor Berry called the meeting to order at 1:00 p.m.
2. **Public Participation**
None.
3. **Closed Special Council Meeting**
Proposed topics for discussion in the absence of the public:
 - A. Personnel

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:

- 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:
- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.

CARRIED

The meeting returned to open session at 3:38 p.m.

4. Reporting Out from Closed Portion of Meeting
None.

5. Conclusion

Moved/Seconded

THAT the August 13, 2023, Open Session of the Special Council Meeting for the Village of Lions Bay be adjourned.

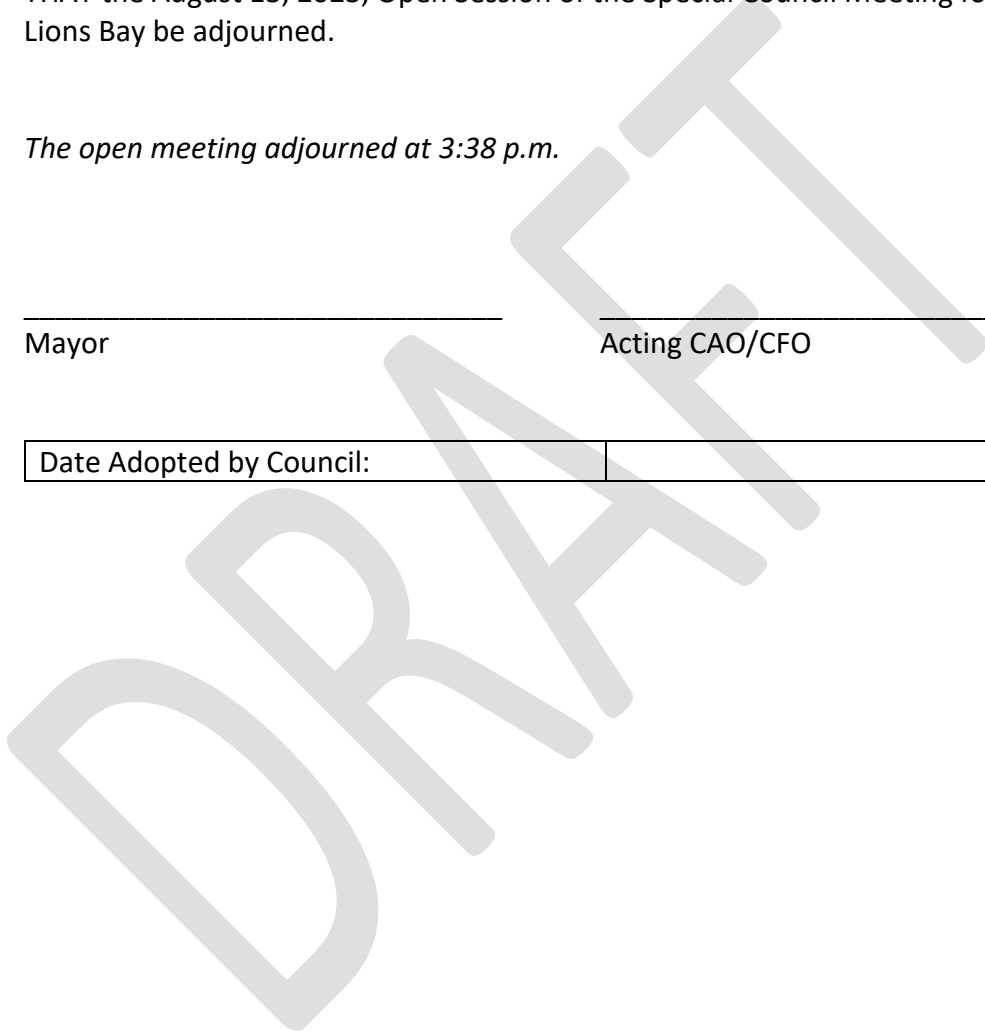
CARRIED

The open meeting adjourned at 3:38 p.m.

Mayor

Acting CAO/CFO

Date Adopted by Council:	
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**SPECIAL MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON THURSDAY, AUGUST 22, 2023 AT 12:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY
AND VIA ZOOM VIDEO CONFERENCE**

MINUTES

In Attendance: Mayor Ken Berry (via teleconference)
Councillor Neville Abbott
Councillor Michael Broughton
Councillor Jaime Cunliffe (via teleconference)
Councillor Marcus Reuter

Also Present: Randy Diehl, Provincial Special Advisor (via videoconference)

Public: 1 in person; 1 via videoconference

1. Call to Order

Mayor Berry called the meeting to order at 12:03 p.m.

2. Public Participation

A. Gail Craig

Gail Craig had wildfire concerns.

B. Penny Nelson

Penny Nelson had wildfire concerns.

3. Trail safety – Wildfire mitigation

Moved/Seconded

THAT Council direct Staff to derive a plan to close Village access to trailheads immediately.

CARRIED

4. Closed Special Council Meeting

Proposed topics for discussion in the absence of the public:

A. Personnel

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:

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:

(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.

CARRIED

5. Reporting Out from Closed Portion of Meeting

None

6. Adjournment

Moved/Seconded

THAT the open meeting be now adjourned.

CARRIED

The open meeting adjourned at 12:43 p.m.

Mayor

Corporate Officer

Date Adopted by Council:	
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**SPECIAL MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, AUGUST 29, 2023 at 9:00 AM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY
AND VIA ZOOM VIDEO CONFERENCE**

MINUTES

In Attendance: Mayor Ken Berry
Councillor Neville Abbott (via videoconference)
Councillor Michael Broughton
Councillor Jaime Cunliffe (via videoconference)
Councillor Marcus Reuter

Staff: Randy Diehl, Provincial Special Advisor (via videoconference)
Justine Wiklo, Raincoast Ventures Ltd. (via videoconference)
(Recorder)

Public: 0 in person; 0 via videoconference

1. Call to Order

The meeting was called to order at 9:05 a.m.

Moved/Seconded

THAT pursuant to Section 127 (4) of the Community Charter and Section 10 (2) of the Village of Lions Bay Council Procedure Bylaw, No. 476, 2015, Council resolves to unanimously waive Notice of a Special Meeting of Council for Tuesday, August 29, 2023 at 9:00 a.m. in the Council Chambers.

CARRIED

2. Adoption of Agenda

Moved/Seconded

THAT the agenda for the August 29, 2023, Special Council Meeting be adopted with the addition of Item 4(A) Opening of Trails.

CARRIED

3. Public Participation

None.

4. New Business

A. Opening of Trails

Moved/Seconded

THAT the trails be reopened by Friday, September 1, 2023, subject to input from the Emergency Management and Climate Readiness Office (Southwest Region), Metro Vancouver, Lions Bay Emergency Planning Committee Chair, and the Lions Bay Fire Chief.

CARRIED

(Councillors Abbott and Reuter opposed)

5. **Closed Special Council Meeting**

Proposed topics for discussion in the absence of the public:

A. Personnel

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:

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:

(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.

CARRIED

6. **Reporting Out from Closed Portion of Meeting**

It was reported that Council agreed to employment terms and an Offer of Employment for a new Chief Administrative Officer. Additional updates will be provided as soon as possible.

7. **Adjournment**

Moved/Seconded

THAT the August 29, 2023, Open Session of the Special Council Meeting for the Village of Lions Bay be adjourned.

CARRIED

The open meeting adjourned at 9:51 a.m.

Mayor

CAO

Date Adopted by Council:	
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DRAFT



**REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, JANUARY 17, 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 Abbot
Councillor Michael Broughton
Councillor Marcus Reuter

Staff: Marina Blagodarov, Administrative Assistant
Kelsey Guenette, Raincoast Ventures Ltd. (via videoconference)
(Recorder)
Nai Jaffer, Public Works Manager (via videoconference)
Anthony Tobin, Acting Chief Administrative Officer

Public: 6 in person; 32 via videoconference

1. Call to Order

Mayor Berry called the meeting to order at 6:03 p.m.

2. Closed Council Meeting (6:00 PM)

Proposed topics for discussion in the absence of the public:

- A. LBBP Committee appointments

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:

- 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:
- a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;

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

CARRIED

The meeting returned to open session at 7:00 p.m.

3. Reporting Out from Closed Portion of Meeting/Mayor’s Address

The Mayor reported that Council unanimously agreed to appoint Susan Davis, Oliver Ganske, Scott Gordon, and Kirsty Pappas to the Lions Bay Beach Park Advisory Committee, as well as Councillors Abbott and Broughton.

4. Adoption of Agenda

During discussion on the January 17, 2023 Regular Council Meeting agenda, concerns were raised regarding the lack of review of the Finance Committee Terms of Reference by Council prior to Committee appointments.

ACTION: Mayor Berry to provide the Finance Committee Terms of Reference for review at a future Council meeting.

Moved/Seconded

THAT the agenda of the January 17, 2023 Regular Council Meeting be adopted, with addition of the Mayor’s Address, and to consider Item 5. Public Participation as the item immediately following adoption of the agenda.

CARRIED

Mayor Berry acknowledged that although Council and the Acting Chief Administrative Officer (A/CAO) have held short days in office, open and transparent communication with staff and the Village is sought, and the A/CAO has produced the first draft of a new Council Procedure Bylaw to facilitate effective communication between Council. Mayor Berry appreciated the observations and constructive feedback for improvements for daily operations and Council meetings offered by residents.

5. Public Participation (postponed until after Reports)

A. Karl Buhr

Karl Buhr expressed concerns regarding the new draft Council Procedure Bylaw, due to inconsistencies discovered throughout, such as deadline requirements for posting of the agenda. Additionally, the draft does not include any tracked changes, making it difficult to determine edits that have been made. It was suggested that staff make incremental changes to the existing bylaw as desired, redlining for review.

Council responded noting that there would be further discussion on the draft.

B. Karen Dyer

Karen Dyer requested clarity on the by-election and the estimated cost to the Village.

Council noted that the matter would be discussed, and a date would be scheduled as soon as possible. It was further noted that some contractors had submitted proposals in the \$30,000-35,000 range for running of the by-election.

6. Review and Approval of Minutes of Prior Meetings

A. Regular Council Meeting – December 20, 2022

During discussion on the minutes, it was noted that a meeting with Public Works Manager Nai Jaffer would be scheduled in the near future to discuss safety solutions regarding the chain link fence at Marjorie Meadows.

Moved/Seconded

THAT the Regular Council Meeting Minutes of December 20, 2022 be approved with amendment on Page 8, Item 10.D. to correct the first bullet as follows: “The Human Resources Committee would soon be constituted by Mayor Berry and would include Councillor Abbott and Councillor Reuter...”

CARRIED

B. Special Council Meeting – December 29, 2022

Moved/Seconded

THAT the Special Council Meeting Minutes of December 29, 2022 be approved as circulated.

CARRIED

7. Business Arising from the Minutes

In response to a question regarding the 2022 parking plan status, the Public Works Manager indicated that the work is typically done by the Municipal Coordinator, as they have access to parking statistics.

During discussion on correspondence to the Village, it was suggested that acknowledgement of correspondence be given as promptly as possible, including when/if to expect a more detailed response. Correspondence requesting action be taken could be referred to staff with updates given to Council.

It was questioned whether the former Chief Financial Officer was receiving compensation for extending their last day of work, as the letter of resignation was not amended to reflect the change.

8. Unfinished Business

A. Follow-Up Action Items from Previous Meetings

It was noted that once the A/CAO has had sufficient time to review unfinished business and meet with staff and advisors, a status report will be provided at a future Council meeting.

No.	Date	Item Description	Action
253	July 5, 2022	Highway maintenance follow up	A report will be issued by February 28, 2023, identifying pavement to be replaced 2023-2025
257	December 20, 2022	Speculation and Vacancy Tax	Mayor Berry to contact Finance to obtain further details regarding the Speculation and Vacancy Tax
258	December 20, 2022	First Nations Acknowledgement for Agendas	Councillor Broughton to reconfirm the territorial acknowledgements appropriate to the Village of Lions Bay
261	December 20, 2022	Pesticide Bylaw No. 430, 2011, Amendment Bylaw No. 624, 2022	Confirm that Bylaw is in alignment with Ministry
262	December 20, 2022	Correspondence R11	Suite surcharge

Updates to action items included:

- 253: The report will be provided prior to 2023 budget approval
- 257: Mayor Berry advised that additional follow up on the Speculation and Vacancy Tax was needed
- 258: Councillor Broughton informed that contact had been made with cultural and language services to assist with drafting an appropriate territorial acknowledgement
- 261: Nai Jaffer confirmed that the bylaw aligned with the Ministry
- 262: Discussion on the suite surcharge would be deferred until the A/CAO was prepared.

9. Reports

A. Staff

i. CAO Report

A/CAO Anthony Tobin expressed appreciation to Council for appointment to the position and indicated a strong commitment to ensuring the Village was functioning as best as possible, with ample safeguards in place in all aspects. The importance of understanding before action, with as much consultation as possible, was noted.

Council appreciated the A/CAO’s expertise and experience brought to the position.

B. Council

i. Councillor Abbott and Broughton – Lions Bay Beach Park Workshop Group Report

The Lions Bay Beach Park Workshop Group Report was provided for information.

It was noted that a correction to the report was needed under “Access to the VU” to remove the word “wildlife”.

ii. Councillor Abbott – Bear Smart Committee Request for Changes to the Waste Collection Bylaw

The Bear Smart Committee Report was provided for information.

In response to questions, it was noted that the amended Garbage and Recycling Collection Bylaw No. 455, 2013, was developed by the Bear Smart Committee and would have no impacts to bylaw enforcement.

It was requested that the bylaw be added to the next Council agenda for its first reading.

C. Committees

i. None.

D. Emergency Services

i. Phil Folkerson – Lions Bay Emergency Program Update

The Lions Bay Emergency Program Update was provided for information.

10. Resolutions

Moved/Seconded

THAT Councillor Broughton take on the role of Acting Mayor if necessary.

CARRIED

11. Bylaws

- A. Pesticide Bylaw No. 430, 2011, Amendment Bylaw No. 624, 2022
In response to a question, it was noted that the author of the bylaw amendment (former CAO) does not have any impact on approval.

Moved/Seconded

THAT the first reading of Pesticide Bylaw No. 430, 2011, Amendment Bylaw No. 624, 2022, be approved.

CARRIED

Moved/Seconded

THAT the second reading of Pesticide Bylaw No. 430, 2011, Amendment Bylaw No. 624, 2022, be approved.

CARRIED

Moved/Seconded

THAT the third reading of Pesticide Bylaw No. 430, 2011, Amendment Bylaw No. 624, 2022, be approved.

CARRIED

12. Correspondence

- A. List of Correspondence to January 12, 2023
During review of correspondence, it was noted that all correspondence should be received and acknowledged for information, and those requiring action should be referred to staff.

During discussion on appointment of the Finance Committee, it was clarified that the Finance Committee was a standing committee, to be appointed by the Mayor, including the approval of the related Terms of Reference.

Councillors were directed to Section 4 of the Community Charter regarding interpretation of municipal legislation.

The meeting adjourned at 8:35 p.m. and reconvened at 8:40 p.m.

Moved/Seconded

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

FROM	TOPIC	ACTION
G1 Margus Riga	Parking Fees	For Information
G2 BCSPCA	AnimalSense Magazine	For Information
G3 MLA, Jordan Sturdy	Constituency Update	For Information
G4 Senator for BC, Mobina Jaffer	Congratulations	For Information
G5 Metro, George Harview	Nominations for Membership	For Response
G6 Transport Canada	Enhance Rail Safety Engagement	For Information
G7 WildSafe BC	WildSafeBC Community Program	For Information
G8 Patrick Weiler, MP	Community Services Recovery Fund	For Information
G9 LMLGA, Imlga	Local Government Association Conference	For Information
R1 Jim	Policy	For Response
R2 Alison Dudley	Land Acknowledgement Suggestion	For Information
R3 Gail Craig	Staffing	For Information
R4 Sue and Carl May	Kelvin Grove Trail	For Response
R5 Trailblazers, John Dudley	262 Bus	For Response
R6 Ute Philips	Council Committees	For Response
RR6 Ute Philips	Council Committees	For Response
R7 Ute Philips	Public Works Employees	For Response
R8 Rose Dudley	Concerns over In-Camera Meeting	For Response
R9 Norma Rodgers	Finance Committee	For Response
R10 Gail Craig	Closed Meetings	For Response
R11 Ute Philips	Terms of Reference	
R12 Rose Dudley	Tree Work at 61 Brunswick Beach Road	For Information

CARRIED

13. New Business

A. None.

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

A. Karen Dyer

Karen Dyer recommended that staff research a new speaker/microphone system for future Council meetings.

15. Closed Meeting (continuation, if applicable)

Moved/Seconded

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

CARRIED

The meeting returned to closed session at 8:51 p.m.

16. Reporting Out (if applicable)

None.

17. Adjournment

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at [insert time] p.m.

Mayor

CAO

Date Adopted by Council:	
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**SPECIAL MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON FRIDAY, MARCH 24, 2023 at 6:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY
AND VIA ZOOM VIDEO CONFERENCE**

MINUTES

In Attendance: Mayor Ken Berry (via videoconference)
Councillor Neville Abbott
Councillor Michael Broughton
Councillor Marcus Reuter

Also Present: Karen Jeffery, Municipal Accounting Clerk
Ron Miller, Acting Chief Administrative Officer
Kelsey Guenette, Raincoast Ventures Ltd. (from recording)
(Recorder)

Public: 0 in person; 1 via videoconference

1. Call to Order

Mayor Berry called the meeting to order at 6:06 p.m.

2. Adoption of Agenda

Moved/Seconded

THAT the agenda of the March 24, 2023 Special Council Meeting be adopted as presented.

CARRIED

3. Closed Council Meeting

Proposed topics for discussion in the absence of the public:

- A. Continuation of Closed Agenda Items from March 21, 2023

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:

- 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.

CARRIED

Moved/Seconded

THAT the open meeting adjourn to a closed session.

CARRIED

The open meeting adjourned to a closed session at 6:08 p.m. and reconvened at 6:45 p.m.

4. Reporting Out from Closed Portion of Meeting

The Mayor advised that the meeting would move back into the closed session to discuss items related to legal matters.

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:

- 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:
- (g) litigation or potential litigation affecting the municipality;
 - n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2).

CARRIED

The open meeting adjourned to a closed session at 6:47 p.m. and reconvened at approximately 7:45 p.m.

5. Reporting Out from Closed Portion of Meeting

The Mayor reported that Council did not reach an agreement on the appointment of the Chief Financial Officer.

Moved/Seconded

THAT the open meeting be now adjourned.

CARRIED

The open meeting concluded at approximately 7:42 p.m.

Mayor

Acting CAO/CFO

Date Adopted by Council:	
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DRAFT



**SPECIAL MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, FEBRUARY 24, 2023 at 6:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

MINUTES – SPECIAL MEETING

In Attendance: Mayor Ken Berry
Councillor Neville Abbot
Councillor Michael Broughton
Councillor Marcus Reuter

Staff: Justine Wiklo, Raincoast Ventures Ltd. (via videoconference)
(Recorder)
Marina Blagodarov, Administrative Assistant

1. Call to Order

The closed meeting was called to order at 6:00 p.m.

2. Adoption of Closed Agenda

Moved/Seconded

THAT the agenda for the February 24, 2023, Special Council Meeting for the Village of Lions Bay be adopted.

CARRIED

3. Public Participation

None.

4. New Business

A. By-Election Matters

5. Resolutions

Moved/Seconded

THAT Council request the Ministry of Municipal Affairs to cancel the Lions Bay By-Election process initiated on January 31, 2023 and restart the By-Election process as soon as possible; and

THAT Council request the Ministry of Municipal Affairs to appoint a Chief Election Officer and a Deputy Chief Election Officer; and

THAT Council request the assistance of the Ministry of Municipal Affairs to provide Municipal Advisor to the Village of Lions Bay.

CARRIED

6. Public Questions & Comments

A. Jaime Cunliffe

Jaime Jamie Cunliffe thanked Council for the expedited process in this by-election, and for bringing the Ministry in to support.

7. Adjournment

Moved/Seconded

THAT the February 24, 2023, Special Council Meeting for the Village of Lions Bay be adjourned.

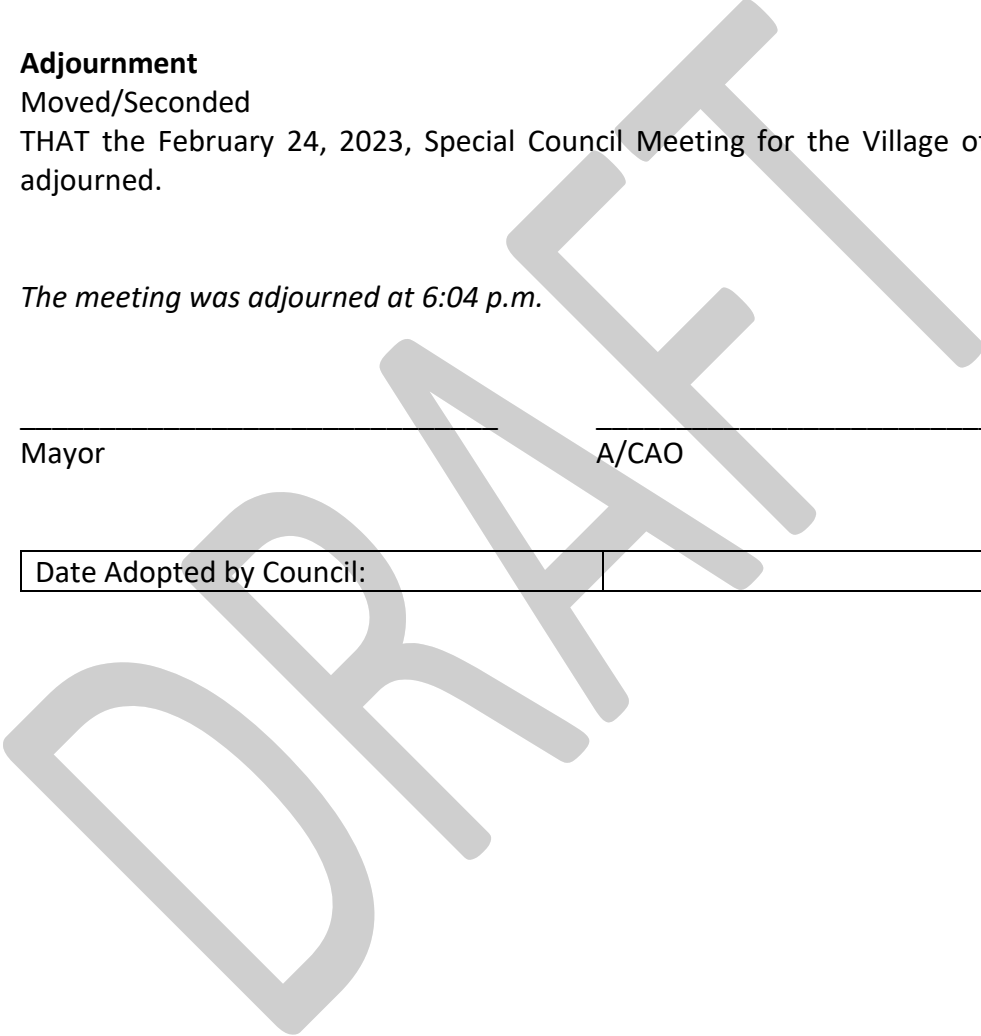
CARRIED

The meeting was adjourned at 6:04 p.m.

Mayor

A/CAO

Date Adopted by Council:	
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**REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, JANUARY 31, 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 Abbot
Councillor Michael Broughton
Councillor Marcus Reuter

Staff: Marina Blagodarov, Administrative Assistant
Kelsey Guenette, Raincoast Ventures Ltd. (via videoconference)
(Recorder)
Nai Jaffer, Public Works Manager (via videoconference)
Ron Miller, Acting Chief Financial Officer (A/CFO)
Anthony Tobin, Acting Chief Administrative Officer (A/CAO)

Public: 6 in person; 19 via videoconference

1. Call to Order

Mayor Berry called the meeting to order at 6:03 p.m.

2. Closed Council Meeting (6:00 PM)

Moved/Seconded

THAT part of this Regular Meeting of the Village of Lions Bay Council be closed to the public due to the consideration of items pursuant to Section 90 of the *Community Charter* that provides:

- 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:
- a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
 - c) labour relations or other employee relations;

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 7:00 p.m.

3. Reporting Out from Closed Portion of Meeting/Mayor’s Address

The Mayor informed that reporting out would occur following the reconvening of the Closed session later in the agenda.

4. Adoption of Agenda

During discussion on the January 31, 2023 Regular Council Meeting agenda, concerns were raised regarding the lack of time provided to review the agenda package prior to the meeting. As such, meeting minutes were requested to be tabled, and the Mayor’s Report received rather than adopted.

Moved/Seconded

THAT the agenda of the January 31, 2023 Regular Council Meeting of the Village of Lions Bay be adopted with amendment to remove Items 10.2 Acting CAO Report and 10.3 Acting CFO Report and add a discussion on the Municipal Clerk job posting under Item 14. New Business.

DEFEATED

(Mayor Berry and Councillor Broughton opposed)

Moved/Seconded

THAT the agenda of the January 31, 2023 Regular Council Meeting of the Village of Lions Bay be adopted with amendment to remove language in the agenda that restricts/conscripts public participation and sets limits to speaking.

DEFEATED

(Mayor Berry and Councillor Broughton opposed)

Moved/Seconded

THAT the agenda of the January 31, 2023 Regular Council Meeting be adopted with amendment to add a discussion on the Municipal Clerk job posting under Item 14. New Business.

CARRIED

5. Public Participation

A. Tamara Leger

Tamara Leger questioned whether A/CAO Anthony Tobin was the same person cited in a judgement at the BC Supreme Court of Appeal as the citation alleged abuse of public office.

The A/CAO advised that it was not the same person.

B. KC Dyer

KC Dyer questioned whether Closed sessions would remain a regular occurrence prior to Open sessions.

Council responded, noting that holding Closed sessions prior to Open sessions includes reporting out to allow the public to respond if desired.

C. Karen Jeffery

Karen Jeffery requested that the Procedures Policy be rewritten as it had not been updated since 2015.

D. Rose Dudley

Rose Dudley requested clarification on the Village's hiring practices as there was no posting advertised for the A/CFO position.

Council responded, noting that the A/CFO was a former member of MNP LLP until his retirement, and was known to the Mayor in a professional manner. Additionally, it was noted that a list of qualified individuals for the A/CAO and A/CFO was provided to all Councillors for review by the Mayor, and they were requested to add to the list further. The A/CAO was hired via unanimous resolution.

E. Rebecca Caspersen

Rebecca Caspersen requested clarification on why the bank signing authority of a previous staff member was not yet removed.

Council responded, noting that it was working to correct and strengthen financial controls of the Village, and that the matter was unresolved in a previous Closed session; however, would be hopefully resolved later in the agenda.

F. Karen Jeffery

Karen Jeffery noted that the unanimously appointed A/CAO holds the authority for all hiring in the Village, and as such, Council would not have any authority to approve the selection of the A/CFO.

6. Delegations

None.

7. Adoption of Minutes of Prior Meetings

A. Regular Council Meeting – January 17, 2023
 Moved/Seconded

THAT the Regular Council Meeting Minutes of January 17, 2023 be approved as circulated.

TABLED

B. Special Council Meeting – January 13, 2023
 Moved/Seconded

THAT the Special Council Meeting Minutes of January 13, 2023 be received as circulated.

CARRIED

8. Business Arising from the Minutes

None.

9. Unfinished Business

A. Follow-Up Action Items from Previous Meetings

No.	Date	Item Description	Action
253	July 5, 2022	Highway maintenance follow up	A report will be issued by February 28, 2023, identifying pavement to be replaced 2023-2025
257	December 20, 2022	Speculation and Vacancy Tax	Mayor Berry to contact Finance to obtain further details regarding the Speculation and Vacancy Tax
258	December 20, 2022	First Nations Acknowledgement for Agendas	Councillor Broughton to reconfirm the territorial acknowledgements appropriate to the Village of Lions Bay
261	December 20, 2022	Pesticide Bylaw No. 430, 2011, Amendment Bylaw No. 624, 2022	Complete
262	December 20, 2022	Correspondence R11	Complete

Updates to action items included:

- 253: The report will be provided prior to 2023 budget approval
- 257: Mayor Berry advised that additional follow up on the Speculation and Vacancy Tax was needed
- 258: Councillor Broughton informed that contact had been made with cultural and language services at Squamish Nation to assist with drafting an appropriate territorial acknowledgement
- 261: Complete
- 262: Complete.

10. Reports

A. Mayor

i. Mayor's Report

The Mayor's Report was provided with meeting materials for information.

B. Acting Chief Administrative Officer

i. Verbal Report

The A/CAO provided a verbal report, noting that logistic issues in terms of responding to email correspondence/phone calls and circulating information to Council in a timely matter remained a concern due to dysfunctional office equipment and the lack of a Municipal Clerk/Coordinator.

During discussion, it was noted that none of the communities in the area of a similar size have retained municipal coordinators in their offices.

C. Acting Chief Financial Officer

i. Verbal Report

The A/CFO provided a verbal report, noting that work had begun on the budgeting and audit process. Expenditures for the year are normally approved prior to its beginning; however, the Village is approximately five months behind and will have a quarter of unapproved expenditures and activity, which is not ideal.

Additionally, a current concern for the Village is the banking process (i.e., only one person is currently permitted to prepare and sign cheques). A municipality should have a segregation of duties – one person recording transactions, separate from the person who signs them, and also separate from the custodian/control over the asset.

D. Committee Reports

i. Finance Committee

Mayor Berry reviewed the outcome of the recent Finance Committee meeting and noted its recommendation that banking vulnerability be addressed.

Moved/Seconded

THAT the Closed Minutes of the January 10, 2023 Finance Committee Meeting be received as circulated.

CARRIED

ii. Beach Committee

The meeting was informed that the Lions Bay Beach Park Advisory Committee was scheduled to meet on February 1, 2023 to confirm its Terms of Reference.

iii. Metro Vancouver Committees

Mayor Berry informed that TransLink, Metro Vancouver, and Climate Action Committee meetings were attended, where advocacy for the Village occurred whenever possible, including for possible participation in upcoming climate action pilot projects, and the need for consistent bus service to rural communities.

11. Resolutions

A. Bank Signing Authority

In response to a question, it was noted that the A/CFO would be meeting with the auditor this week, who would be informed of bank signing authority concerns.

Moved/Seconded

THAT two authorized signatures are always required for all financial transactions on behalf of the Village of Lions Bay for all paper cheques and also for all electronic transfers where the latter is feasible and appropriate in the view of the Chief Financial Officer; and

THAT signing authorities for the Bank, include and are limited to the Mayor, any Councillor, the Chief Administrative Officer, the Chief Financial Officer, the Municipal Accountant; and

THAT a copy of this resolution be provided to the Manager of the Village's bank by the Chief Financial Officer at the earliest opportunity having consideration for the timing of any relevant financial and payment circumstances or obligations of the Village.

CARRIED

B. Appointment of Fire Chief

During discussion, concerns were raised regarding requests for Council to review the Fire Chief's negotiated contract.

Moved/Seconded

THAT Barret Germscheid be appointed Fire Chief for the Village of Lions Bay this 31st day of January 2023 and may exercise all of the powers granted to a Fire Chief of a municipality under governing Provincial Legislation and Fire Bylaw; and

THAT the Fire Chief enter into a contract for his services to the Village of Lions Bay as determined and agreed with the Chief Administrative Officer.

DEFEATED

(Councillors Reuter and Abbot opposed)

Moved/Seconded

THAT Barret Germscheid be appointed Fire Chief for the Village of Lions Bay this 31st day of January 2023 and may exercise all of the powers granted to a Fire Chief of a municipality under governing Provincial Legislation and Fire Bylaw; and

THAT the Fire Chief enter into a contract for his services to the Village of Lions Bay as determined and agreed with the Chief Administrative Officer, to be reported to Council at a Closed meeting.

CARRIED

C. Appointment of Election Officials

In response to a question, it was noted that by-election costs would require approval by Council as an expenditure amendment to the prior year's budget.

ACTION: Anthony Tobin, A/CAO, to review options for by-election expenditures with the A/CFO and report to Council at the next meeting.

Moved/Seconded

THAT the Chief Administrative Officer is appointed Chief Election Officer and that accordingly the date of the by-election must be no later than 80 days after the 31st day of January 2023 and must fall on a Saturday which is the 16th day of April 2023.

CARRIED

12. Bylaws

A. Garbage Recycling Bylaw Initial Draft

The initial draft of the Garbage Recycling Bylaw was provided for information with meeting materials.

ACTION: Anthony Tobin, A/CAO to present the Garbage Recycling Bylaw tracked changes version at the next Council meeting.

Moved/Seconded

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

CARRIED

13. Correspondence

A. List of Correspondence to January 31, 2023

ACTION: It was requested that correspondence received by the Village reception/agenda email address be circulated to Council for review prior to release of agenda packages.

During discussion on general correspondence, it was suggested that G2 be referred to the Lions Bay Climate Action Committee and G8 be referred to the Historical Society.

Moved/Seconded

THAT the correspondence for the January 31, 2023 Regular Council Meeting of the Village of Lions Bay be received as circulated; and

THAT all such correspondence be acknowledged in writing; and

THAT any correspondence seeking an action within the proper jurisdiction of the municipality is referred to the Chief Administrative Officer.

CARRIED

FROM	TOPIC
G1 BC Hydro, Whitney Deane	Community ReGreening Program
G2 MP Patrick Weiler	Disaster Mitigation and Adaptation Fund Application
G3 British Columbia Social Procurement Initiative, Rob Fisher	Introduction to Social Procurement for Elected Officials and Senior Leadership
G4 MP Patrick Weiler	Valentines for Vets 2023
G5 Fisheries and Oceans Canada	Post Workshop
G6 GranFondo	Request for Letter of Support
G7 Alex Schwarz	Micro Quakes
G8 Heritage BC	Heritage Week
G9 MP Patrick Weiler	2023 Pre-Budget Consultations
G10 MP Patrick Weiler	Second Capital Intake of the Rural Transit Solutions Fund
R1 Norm Barmeier	Agenda and Past Minutes
R2 Rebecca Caspersen	Finance Committee
R3 John Dudley	Beach Park Update
R4 Karl Buhr	Various questions
R5 John Dudley	Finance Committee Meeting
R6 Karl Buhr	Road Bridge
R7 Stephanie Beattie	Finance Committee clarity
R8 Karl Buhr	Collateral to Public participation
R9 Ute Philips	CFO Position
R10 Rose Dudley	Hiring Part-time CFO
R11 Norm Barmeier	Disaster Mitigation and Adaptation Fund
R12 Stephanie Beattie	Bike Park
R13 Norma Rodgers	Defamatory Correspondence

14. New Business

A. Municipal Clerk Job Posting

During discussion on the Municipal Clerk job posting, concerns were raised related to the lack of Council's involvement in the process. Additionally, it was identified that there is no existing Municipal Clerk position on the Village's organizational chart.

The A/CAO advised that the Municipal Coordinator was advertised with a closing date of December 20, 2022. Applicants for the position were being reviewed and responded to accordingly, as the Municipal Clerk would have similar roles and responsibilities to the Municipal Coordinator, with the addition of some corporate officer responsibilities. The position would be an interim term.

Moved/Seconded

THAT candidates for the Municipal Clerk be reviewed by Council to determine whether the hiring freeze should be lifted.

DEFEATED

(Mayor Berry and Councillor Broughton opposed)

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

A. David Shore

David Shore expressed appreciation to the A/CAO and A/CFO for their input on important matters and the experience both bring to their respective positions.

B. Tamara Leger

Tamara Leger requested information on the recourse for the Village to recapture the by-election expense, and what safeguards would be put in place to ensure it does not occur again.

Council responded noting that there are no legal remedies or legislation available to give recourse to the public when an elected officer resigns on short notice.

16. Closed Meeting (continuation)

Moved/Seconded

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

CARRIED

The meeting returned to closed session at 10:48 p.m. and returned to open session at 11:17 p.m.

17. Reporting Out

The Mayor reported the following:

- Norm Barmeier, Clara George, Christina Lee, and Greg Weary were reappointed, and new member John Robb was appointed, to the Lions Bay Climate Action Committee
- Jennifer Hetherington, Kit McLean, Nicole Strahl, Hugo van Hoogstraten, were reappointed to the Curly Stewart Memorial Trust Fund Committee
- Council resolved to remove contractual limitations on the Lions Bay beach park project to allow the committee to move forward.

18. Adjournment

Moved/Seconded

THAT the January 31, 2023 Regular Council Meeting for the Village of Lions Bay be adjourned.

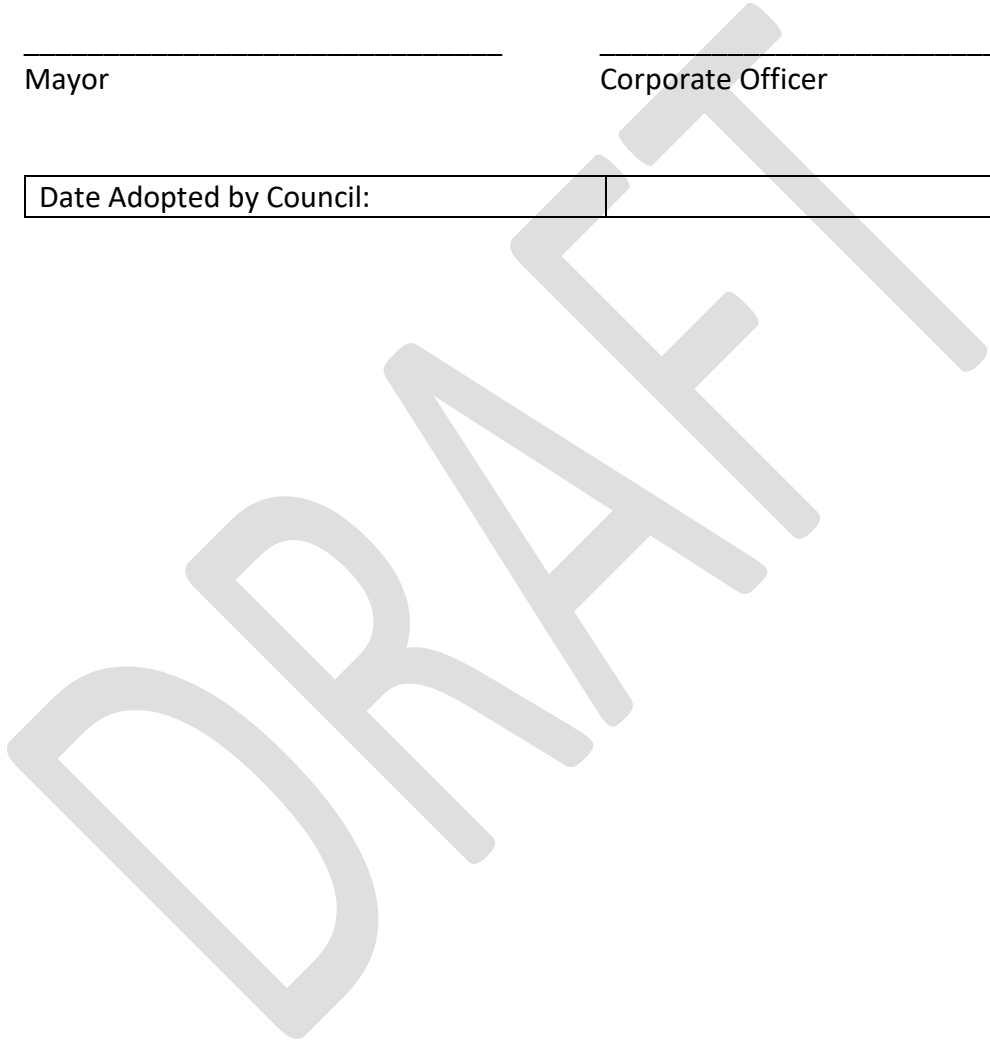
CARRIED

The meeting was adjourned at 11:18 p.m.

Mayor

Corporate Officer

Date Adopted by Council:	
--------------------------	--





Type	Request for Decision		
Title	Infrastructure Standing Committee (IC)		
Author	Neville Abbott	Reviewed By:	
Date	31 August, 2023	Version	
Issued for	RCM 05 September, 2023		

Resolution

Resolution – *That Council approve the Terms of Reference of the Infrastructure Committee.*

Other Actions

- I. That Council consider committee request for a VU article in a future Village Up-date.
- II. In the absence of a CAO, Council approve the participation of the PWM on the IC.

Background

The Infrastructure Standing Committee (IC) held an inaugural meeting on 27 July 2023. Approved minutes attached.

In line with standing committee protocol the Mayor made the following appointments.

- A. Appointment of Standing Committee Members
Residents Hilary Monfared, Tony Greville and Brian Ulrich were appointed to the infrastructure Committee and Council members Ken Berry, Jaime Cunliffe and Neville Abbott were appointed to the Committee.
- B. Appointment of Chair
Neville Abbott was appointed Chair of the Infrastructure Committee.
- C. Committee Schedule
All agreed to the basic meeting schedule stated in the TOR; being the 3rd Monday of each month with the Chair having the authority to change the schedule as necessary to accommodate agenda topics (or lack of), and scheduling conflicts.
- D. Approval of Terms of Reference (TOR) for the IC.
Draft TOR was tabled with the agenda to this meeting. Mayor Berry requested some changes.

The second Infrastructure Standing Committee (IC) was held 21 August 2023. Draft unapproved minutes available to Council members in closed Agenda.

The committee requested; the Chair present the Terms of Reference to Council for final approval.

Commitment Required from the Village

Council Support

That Council support the establishment of the Infrastructure Standing Committee.

Access to the VU

At this time, we do not require assistance from the village other than allowing information to be included on an as-need basis in the Village Update.

The committee requested a short piece added to the 01 September Village Up-date indicating the I.C. establishment and next steps. Chair ask Council consideration in light of current VU communications suspension for Council Members.

In-kind ask.

The Committee will require access to the Council Chambers for meetings.

Staff time required.

Except for the PWM it is not anticipated that staff time will be required at this time, other than the actions which would normally be associated with the VU and the response to request for information or other reports as needed.

PWM involvement as per the ToR - Clause 11.

Resolution

As per above.

FOLLOW UP ACTION AND COMMUNICATION

Per Council direction.



**INFRASTRUCTURE COMMITTEE MEETING
OF THE VILLAGE OF LIONS BAY
HELD ON THURSDAY JULY 27, 2023 AT 6:00PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY
AND VIA ZOOM VIDEO CONFERENCE**

MINUTES

Members In Attendance (all tentative pending formal acceptance):

Neville Abbott – Councillor and Committee Chair
Ken Berry - Mayor
Jaime Cunliffe - Councillor
Tony Greville – Resident
Hilary Monfared – Resident
Brian Ulrich – Resident

1. Call to Order

Meeting was called to order at 6:18 pm.

2. Appointment of Recorder

Brian Ulrich was appointed Recorder.

3. Approval of the Agenda

The Agenda was approved as tabled.

4. Public Questions & Comments

None

5. Approval of the Minutes

The 20 May 2021 IC meeting minutes were approved as is, however it was noted that there were IC meetings after this date for which no minutes appear to have been posted.

ACTION: Neville to search Village records for any more recent IC meeting minutes.

ACTION: Neville to send BU the Word document template for minutes used by Council.

6. Business Arising from the Minutes

None

7. Unfinished Business

None

8. New Business

A. Approval of Terms of Reference (TOR) for the IC.

Draft TOR prepared by Neville, Tony and Brian was tabled with the agenda to this meeting. Ken indicated he had no issues with the Terms except for para 2.1 where it states that the committee members would be appointed for a 4-year term. After discussion it was agreed that a 12-month term with review of the committee effectiveness at the end of the term. Longer term may be specified at that time.

ACTION: Ken to edit the TOR with these changes and forward to members

Neville indicated that there were comments about some points in the TOT by David Lee that may or may not have been addressed by Brian's edits regarding limitations on the practice of engineering by members.

ACTION: Brian to review David Lee's comments to confirm that they have been addressed.

See Also changes to TOR regarding staff participation in Section 8.E below.

B. Appointment of Standing Committee Members

Residents Hilary Monfared, Tony Greville and Brian Ulrich were appointed to the infrastructure Committee and Council members Ken Berry, Jaime Cunliffe and Neville Abbott were appointed to the Committee.

Per Section 11.2 of the Terms of Reference, the non-elected (i.e., resident) members of the committee need to sign a Non-Disclosure Agreement with the Village and shall have the opportunity to review the NDA before agreeing to serve on the Committee.

ACTION: Ken to forward the Village NDA to non-elected committee members for review and pending no objections, members to sign NDA and give formal agreement to serve on the Infrastructure Committee.

C. Appointment of Chair

Neville Abbott was appointed Chair of the Infrastructure Committee. The appointment was accepted by Neville.

D. Committee Schedule

All agreed to the basic meeting schedule stated in the TOR; being the 3rd Monday of each month with the Chair having the authority to change the schedule as necessary to accommodate agenda topics (or lack of), and scheduling conflicts.

E. Participation of Staff

It was agreed that participation of the Public Works Manager at the Committee would be at his/her discretion or as required/invited by the Committee, subject to approval of such participation by the CAO.

ACTION: Neville to edit the TOR with words to this effect.

F. Working/Project Groups

All agreed in general with Neville's proposal that in lieu of a number of separate subject matter subgroups as originally proposed, we adopt the structure of a single pool of resident experts from all topic areas from which individuals can be drawn as appropriate for specific projects. No further discussion regarding interaction of the talent pool with the Committee was held at this time.

G. Consolidated Project List

A draft list of infrastructure items that are deemed to require attention in one form or another was attached to the agenda for this meeting, with no specific priority or ranking attached to each project. As a first task of this new committee, each member agreed to review the list of projects and rank the top 5 or more in order of priority as best they can. Proposed projects may be added to the list and it is expected that the priorities arrived at by each member will vary. At the next meeting a consolidated project ranking will therefore be agreed upon. This list will need to be amalgamated with the project list in the Infrastructure Master Plan (IMP) and the entire list re-prioritized. Some projects in the IMP have been completed and need to be removed from the list.

ACTION: All members to review the Consolidated Project List and rank in terms of priority, focusing on the top 5 at least, and also review the project list in the IMP to understand to see where these new projects fit into the overall ranking.

ACTION: Neville to find Nai's update report to the IMP indicating the projects that are completed and the status of the remaining projects.

ACTION: Once Members have signed the NDA's, Tony to distribute the Coastal Health Drinking Water Inspection Report and the Infrastructure Deficit List from the Website.

H. Council Updates – Disaster Mitigation and Adaptation Fund

Update received with note in agenda.

I. Receive for Information

Infrastructure Master Plan received with agenda.

9. Public Questions and Comments

None

10. Adjournment

Meeting was adjourned at 7:20 pm

11. Next Meeting Date

The next meeting will be Monday 21 August 2023.



INFRASTRUCTURE STANDING COMMITTEE

TERMS OF REFERENCE

Establishment and Authority

The Infrastructure Standing Committee of Council is established and appointed by the Mayor. (*Community Charter*, SBC 2003, C. 26, s116 (1)(e) and s.141. At least half of the members of the Standing Committee must be Council Members. The role of the Committee is advisory to Council. The Committee shall report to the Council through its Chair. Committee Members shall be appointed by the Mayor for an initial 12 month period; after the initial 12 month period and subject to Mayor approval, extended for the remainder of the Council term. Should there be any questions or disputes, the *Community Charter*, SBC 2003, C. 26, s116 (1)(e) and s.141 will prevail.

Committee Procedures

1. The procedures of the Committee are governed by the Council Procedures Bylaw. Should there be any questions or disputes, the *Community Charter*, SBC 2003, C. 26, s116 (1)(e) and s.141) will prevail.
 - 1.1. The Committee shall be comprised of an equal number of Council and an equal number of members of the public as appointed by the Mayor, for a fixed term after

which a new call for volunteer members of the public, including sitting members, shall be advertised in the Village Update. One of the Council members shall act as Chair of the Committee.

- 1.2. A quorum of the Committee shall be 50% plus 1 members and consist of at least one Council member and two non-Council members. The minutes of meetings of the Committee will be recorded and maintained either by a non-committee member from Staff, or by a member of the Committee appointed by the Chair. Each member shall have the opportunity to review and edit a draft of the minutes before they are approved by the Committee.
- 1.3. A sub-committee working group can be struck when specialized technical knowledge is required to address a specific issue. Such a sub working group will compromise of 1 or 2 main Committee members, only 1 of which should be a elected council member, with the balance being the subject matter experts drawn from a pool of qualified and interested residents. At the conclusion of their work, this sub-committee working group will report back to the main group and then can be either disbanded or else asked to address another issue.
- 1.4. The Committee will meet on the 3rd Monday of each month, subject to the Chair's ability to cancel meeting dates due to a lack of Agenda items to consider or to move meeting dates as necessary, in consultation with Committee members. Staff attendance at the request of the Chair is not mandatory and will be at their discretion.
- 1.5. The Committee Chair shall set the agenda items for each meeting and shall accept agenda item requests from members.

Purpose and Mandate

2. The overall purpose of the Committee is to provide timely advice and recommendations to Council on matters affecting the integrity, safety, or legal/regulatory compliance of the Village's infrastructure with an intermediate to long-term (strategic) focus. With this long-

term focus, the Committee shall be particularly interested and involved in infrastructure projects that span multiple council terms to ensure continuity of the project from one council to the next. Since it is a technical body, the Committee shall work within the limitations of the BC Professional Governance Act and the regulations of Engineers and Geoscientists of BC (EGBC) which define what constitutes the Practice of Engineering and who is qualified to do it. Such advice includes, but is not limited to the following:

- 2.1. Insofar as the Committee is not authorized to perform engineering activities upon which the council will make decisions, the Committee shall advise council on which activities the Council will need to retain the services of an authorized engineering organization possessing a Permit to Practice, and it shall provide cost saving and innovative inputs to, and monitoring/reviewing of any engineering activities as they progress.
- 2.2. The Committee shall provide timely updates to Council regarding the state, condition and ongoing status of the infrastructure owned and operated by the Village of Lions Bay, namely, its physical structures, buildings, roads, bridges, water and power and related facilities and other built infrastructure owned and operated by the Village designed to serve the needs of the residents of Lions Bay. Actual inspections to identify the status of said infrastructure shall be the responsibility of Public Works Staff, although the Committee may be involved in or perform their own inspections at their discretion.
- 2.3. At the request of Council, to research, inspect, review and assess infrastructure issues and prepare a report for submission to Council with findings, consensus opinions and / or recommendations regarding the infrastructure matter or issue referred to it. If such activities involve the practice of engineering the Committee shall recommend to Council to retain the services of an authorized professional engineering organization to perform the activities and prepare an authenticated report
- 2.4. The Committee shall identify and recommend infrastructure items which require the development of maintenance standards, inspection regimes, management and

maintenance protocols with a view to preservation of the infrastructure and the prevention of any unnecessary deterioration due to neglect or lack of proper or timely maintenance. The Committee shall recommend to Council to retain the services of an authorized professional engineering organization to perform these activities and prepare an authenticated report.

- 2.5. The Committee shall call upon the expertise of resident volunteers or groups of resident volunteers to provide technical input to specific projects as appropriate.
3. The Committee shall immediately bring to the attention of the Council any aspect of the Village infrastructure that in the opinion of the Committee appears unsafe, non-compliant, or that is in need of urgent repair.
4. The Committee shall review and update the Infrastructure Master Plan on a 2-year rotation basis to remove completed tasks and add new tasks as required and re-rank all tasks in terms of priority.
5. The Committee shall have the opportunity to review all bids, tenders, RFP's and RFQ's for purpose and technical correctness before being issued to the public and shall have the opportunity to review all responses to the same for technical compliance and innovation before financial considerations are applied in the political level.
6. The Committee shall select, on an annual basis, items from the IMP priority task list to recommend to Public Works and Council to be included in the annual financial budget.
7. To develop and prepare an annual infrastructure maintenance and development plan, in cooperation with an authorized engineering organization if required, for review and consideration by Council.
8. To monitor the implementation of any Council-approved infrastructure maintenance and development plan and report to Council accordingly as the Committee sees fit.
9. The Committee will report quarterly, or as deemed appropriate to Council.

Administrative support

10. The Committee will be provided with and have access to any municipal records that may assist it in the fulfilment of its purpose and mandate.

10.1. For the receipt and consideration of confidential municipal records the Committee must do so only in closed session and any related reports from the Committee to Council arising from its review of the confidential records must be received by Council in closed session only.

10.2. Non-elected members are required to sign a confidentiality agreement to reinforce the confidentiality requirement. Its non-disclosure provisions will continue after they no longer serve as members of the Committee. Non-elected members shall be allowed to review the confidentiality agreement prior to agreeing to serve on the committee.

11. Staff support will be provided by the Public Works Manager who will act as the liaison to the Committee to provide information and professional advice. The participation of the Public Works Manager at the Committee would be at his/her discretion or as required/invited by the Committee, subject to approval of such participation by the CAO.

12. Administrative support that is secretarial in nature will be provided to the Committee by the Village administration.

13. The Committee may also request of Council that another member of the administration provide information to the Committee to enable or assist it in fulfilling its purpose and mandate if the Committee provides specific reasons, related to its purpose and mandate, in support of such a request.

Adoption

Adopted by Resolution of Council this _____ day of January 2023

Signed: _____

Mayor of Lions Bay

On the ___ day of _____ 2023 the original signed copy of this document was stored in the permanent file of Municipal records in the Village Office and on the _____ day of _____ 2023 the digitized copy of this document was saved and stored in the Village digital database.

Certified correct by: _____

Municipal Coordinator



Royal Gendarmerie
Canadian royale
Mounted du
Police Canada

Security Classification/Designation
Classification/désignation sécuritaire

Unclassified

S/Sgt Gareth BRADLEY
Operations Commander Sea to Sky RCMP
1000 Finch Drive
Squamish, BC
V8B 0M5

Your File Votre référence

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

Our File Notre référence

2023-07-27

To Whom it May Concern,

Lions Bay Activity Report
Report period: May and June 2023

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

HWY 99 (within boundaries of Lions Bay):

Traffic - Moving x 32 / Non-Moving x 0
Impaired Driving Investigations x 1
Collision - Damage Over \$10000 x 0 / Under \$10000 x 1 / Non-fatal x 2 / Fatal x 0
Suspicious pers/veh/occurrence x 1 / Abandoned veh x 2 / Animal call x 1
Debris, broken down vehicle or pedestrians on Hwy (Prevention of Collision) x 5
Check well-being x 2
Theft from veh x 1

48 Calls for Service

Lions Bay Village:

Break and Enter - Residence x 1
Theft under \$5000 x 1 / Theft over \$5000 x 1 / Theft from MV under \$5000 x 1
Cause a Disturbance x 3 / Breach of Peace x 1
Mischief under \$5000 x 1 / Trespass Act x 1
Stranded Person location known x 3 / Coroner Act x 1
False Alarms x 2 / 911 - False/Abandoned x 0 / Abandoned Veh x 1
Check well-being x 0 / Unspecified Assist x 1 / Suspicious Pers/Veh/Occurrence x 3
Assault x 1
Harassing Communication x 3
Animal call x 1

26 Calls for Service

Total = 74

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

Kind regards,



S/Sgt. G. (Gareth) BRADLEY
Operations Commander Sea to Sky RCMP

/hm



Royal Canadian Mounted Police Gendarmerie royale du Canada

Security Classification/Designation
Classification/désignation sécuritaire

Protected A

S/Sgt Gareth BRADLEY
Operations Commander Sea to Sky RCMP
1000 Finch Drive
Squamish, BC
V8B 0M5

Your File Votre référence

Village of Lions Bay
400 Centre Road
Lions Bay BC
VDN 2E0

Our File Notre référence

2023-07-27

To Whom it May Concern,

Village of Lions Bay False Alarm Report: May and June 2023

To assist the Village of Lions Bay the following is a list of False Alarms that were attended by the RCMP and confirmed to be false:

DATE	FILE #	ADDRESS
2023-05-21	23-2798	[REDACTED]

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

Kind regards,



S/Sgt. G. (Gareth) BRADLEY
Operations Commander Sea to Sky RCMP
1000 Finch Drive
Squamish, B.C.

/hm



General Correspondence:			
Date Rec'd	FROM	TOPIC	Page No.
22-Jul-23	G1 Hilary Thomas	BC NDP	1
31-Jul-23	G2 Township of Spallumcheen	Recycling Program for Used Antifreeze and Oil Containers at Landfill	2
2-Aug-23	G3 UBCM	AP8239 Lions Bay 2023 Next Gen 911 - Approval Agreement Letter	3
9-Aug-23	G4 Keith, Atkinson, BC Forest Practices Board	Forest and Fire Management in BC: Toward Landscape Resilience	8
17-Aug-23	G5 Deirdre Syms, BC Epilepsy Society	Request for Proclamation from the Village of Lions Bay	9
26-Aug-23	G6 Miranda	Trails	12
28-Aug-23	G7 Paul	Support for Trailhead Access Closures	13
22-Aug-23	G8 My Sea to Sky	Review of Woodfibre LNG's Wastewater Discharge Authorization Application (attached PDF in email)	15
31-Aug-23	G9 T/H Brandvold	BC Drought update	17
Resident Correspondence:			
Date Rec'd	FROM	TOPIC	Page No.
17-Jul-23	R1 Eunmi Smith	Bear sightings	18
20-Jul-23	R2 Carol Brien	Kelvin Grove Parking Lot issues	24
25-Jul-23	R3 Simon Wong	Building Inspection Status & Proposal to Assist - 100 Lions Bay	27
8-Aug-23	R4 Norma Rodgers	Bear Smart	28
24-Aug-23	R5 Kelly Taylor	LNG project	30
25-Aug-23	R6 Susan Davis	Movie Permit	35
26-Aug-23	R7 Ian Mackie	Fire Risk	36
27-Aug-23	R8 Mark Shelnitz	Emergency Planning and Community Proposal	38
29-Aug-23	R9 Norma Rodgers	Finance Committee	40
30-Aug-23	R10 Trudy Luethy	Appreciation Letter	41
30-Aug-23	R11 Ruth Simons	Howe Sound Community Forum	42
31-Aug-23	R12 Andrea Bradshaw	Parking closure in regards to fire danger	44
Response to Resident Correspondence:			
Date	Correspondence	TOPIC	Page No.
31-Aug-23	RR1 Norma Rodgers	Finance Committee	45

Subject: Fwd: BC NDP

To all BC MLAs - especially those of the NDP (Non Democratic Party and BC Municipalities

This was sent to the Federal NDP in Ottawa by MS. Hilary Thomas to let them know how the NDP in BC is destroying the NDP brand throughout Canada. Hence you new name Non Democratic Party or New Dictatorship Party - choose one. Is this another N word that we should not say?

Just to make you aware of what Mike Farnworth Sol Gen in BC is doing, which will be very damaging for the NDP provincially as well as federally.

As I'm sure you are aware Premier Horgan retired and was replaced by Dave Eby (not elected in) who is a nice man, but doesn't have the intestinal fortitude to stand up to bully Mike Farnsworth who is taking away the democratic rights of our citizens. This in terms of the policing saga to replace the RCMP with a very unwanted, by the vast majority of Surreyites that is unfolding in Surrey at present.

The mayors in BC are saying that it is extremely troubling and unacceptable to them to see the Province now overrule a municipal, legally-elected Council's right to determine its own direction to provide for policing within its own borders, which is clearly within their jurisdictions and their right to do so. This will set a precedent, and will be ever ongoing affecting all municipalities in BC. Farnworth also plans on changing the Police Act. So no Municipality will have any future option. This is downright shameful!

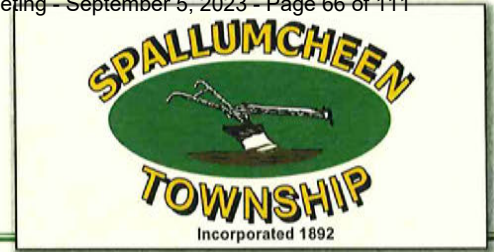
As one citizen commented - Welcome to the way of the BC New Dictatorship Party. Do as I say or we will make you do it. Sounds like martial law or Gestapo tactics by Hitler Farnworth.

This is not what we expect from our supposedly N Democratic Party

Regards
Hilary Thomas
A former NDP voter

THE CORPORATION OF THE TOWNSHIP OF SPALLUMCHEEN

4144 Spallumcheen Way, Spallumcheen, BC V0E 1B6
Phone: 250-546-3013 • Fax: 250-546-8878 • Toll Free: 1-866-546-3013
Email: mail@spallumcheentwp.bc.ca • Website: www.spallumcheentwp.bc.ca



July 15, 2023

File: 0380-30-03

Regional District of North
Okanagan
9848 Aberdeen Road
Coldstream, BC V1B 2K9

Ministry of Environment &
Climate Change
PO Box 9047 Stn Prov Gov
Victoria, BC V8W 9E2

Recycle BC
405-221 West Esplanade
North Vancouver, BC
V7M 3J3

Re: Recycling Program for Antifreeze Containers and Used Oil Collection at the Armstrong Spallumcheen Diversion and Disposal Facility

At the Monday, May 1, 2023 Township of Spallumcheen Regular Council Meeting, the following resolution was passed:

“...THAT the Township of Spallumcheen Council recommend a letter be sent to the Regional District of North Okanagan (RDNO), Ministry of Environment and Climate Change, and Recycle BC to support plastic, such as antifreeze containers, and used oil collection/recycle depot at the Armstrong Spallumcheen landfill/transfer station located at 4399 Powerhouse Road, noting that the program should be at no cost due to the environmental fee already being paid at the time of product purchase;

AND THAT the Township of Spallumcheen Council direct staff to carbon-copy the letter to the BC member municipalities and to the Union of British Columbia Municipalities (UBCM) to gain support of Municipal and RDNO landfill/transfer station sites.”

The Township Council believes that keeping these types of containers and contaminants out of our landfills is essential to maintaining healthy lands and aquifers.

Thank you for your attention to this matter. If you have any questions in this regard, please contact the undersigned.

Respectfully,

Cindy Webb
Corporate Officer

CW/mw

cc: Member Municipalities

From: Lynsay Pacey <lpacey@ubcm.ca>
Sent: Wednesday, August 2, 2023 3:03 PM
To: Lions Bay Reception <reception@lionsbay.ca>
Subject: AP8239 Lions Bay 2023 Next Gen 911 - Approval Agreement Letter

Good afternoon Mayor Berry,

Please see the attached agreement regarding the base funding allocated to your community under the Next Generation 911 program, administered by UBCM on behalf of the Ministry of Citizens' Services.

For information related to the program's intent, as well as eligible costs and activities, please see the [Program and Application Guide](#) on the UBCM website. The general Terms and Conditions of Funding are also attached for your reference.

Do not hesitate to contact us should you have any questions or concerns about the agreement or the funding program.

Kind regards,
Lynsay

--

Lynsay Pacey, Program Officer, Local Government Program Services (*she/her*)

Union of BC Municipalities

250-356-7123 | lpacey@ubcm.ca

[525 Government Street, Victoria](#)

[Living and working on the traditional unceded territory of the Lekwungen and WSÁNEĆ peoples.](#)



August 2, 2023

Mayor Berry and Council
 Village of Lions Bay
 400 Centre Road, Box 141
 Lions Bay, BC V0N 2E0

Reference: AP8239

Re: 2023 Next Generation 911 Funding – Approval Agreement & Terms and Conditions of Funding

Dear Mayor Berry and Council,

I am pleased to inform you that a grant in the amount of \$45,000 has been approved for the Village of Lions Bay under the Next Generation 911 funding program that is being administered by the Union of BC Municipalities (UBCM).

This funding is to support local preparedness for the implementation of Next Generation 911. Funding is being provided on an allocation-basis and 50% of the approved amount will be issued when the signed copy of this agreement is returned to UBCM. The balance of the grant will be available when UBCM has received and approved the required final report and financial summary.

The Ministry of Citizens' Services has provided funding for this program and the general Terms & Conditions are attached. In addition, and in order to satisfy the terms of the contribution agreement, the following requirements must be met in order to be eligible for grant payment:

- (1) This approval agreement is required to be signed by the CAO or designate and returned to UBCM within 30 days of the date of this letter;
- (2) The funding is to be used solely for the purpose of local preparedness for the implementation of Next Generation 911;
- (3) All expenditures must meet eligibility and funding requirements as defined in the *Program & Application Guide* (refer to Sections 3 and 4);
- (4) All project activities must be completed within three years and no later than August 2, 2026;
- (5) The final report is required to be submitted to UBCM within 30 days of project end date and no later than September 2, 2026;

The Next Generation 911 program is funded by the Province of BC

- (6) Any unused funds must be returned to UBCM within 30 days following the project end date;

Please note that descriptive information regarding eligible recipients will be posted on the UBCM and/or provincial government websites, or shared through provincial governments news releases or events, and all interim, progress and/or final report materials may be made available to the provincial government.

If you have any questions, please contact Local Government Program Services at 250-387-4470 or rbishop@ubcm.ca.

Sincerely,



Lynsay Pacey, Program Officer

cc. *Shawna Driscoll, Administrative Assistant*

Reference: AP8239

Approval Agreement (to be signed by the CAO or designate)

I, _____, authorized designate of the Village of Lions Bay, have read and agree to the general Terms & Conditions and the requirements for funding under the **2023 Next Generation 911** program.

_____, _____ Date

Signature, Title

Please return an electronic copy of this signed Approval Agreement Attention of the Program Administrator to lgps@ubcm.ca

General Funding Terms & Conditions

The purpose of the Terms & Conditions is to provide basic information on grants administered by the Union of BC Municipalities through Local Government Program Services (LGPS). For specific information regarding the requirements of each funding program, please refer to the relevant Program & Application Guide. For information regarding a specific project approved through LGPS, please refer to the approval agreement.

1. Definitions

Approved Applicant: In general, LGPS grants are awarded to local governments (regional districts and municipalities) and, in some programs, First Nations or other eligible applicants. The approved applicant is the primary contact for UBCM and is responsible for overall grant management.

Approved Partner(s): Organizations that contribute directly to the approved project and are identified in the application. This may include boards of education, health authorities, First Nations or Indigenous organizations, non-profit organizations and local governments (other than the applicant). Refer to program guides for requirements for partners in regional applications.

Approved Project: The activities described in the application and budget and approved by UBCM.

Cash Expenditures: Direct costs properly and reasonably incurred and paid for with money by the approved applicant or approved project partner for the development or implementation of the approved project. For example, catering and consultant fees can be cash expenditures.

Community Contribution: Some LGPS programs require cost-sharing. The community contribution is the portion of the approved project cost that is required to be provided by the approved applicant or an approved partner. This can be in cash or in-kind, but must be an eligible expenditure.

In-Kind Expenditures: The use of resources of the approved applicant or approved project partner for the development or implementation of the approved project. For example, the use of meeting rooms owned by the applicant or approved partner can be an in-kind expenditure.

2. Eligible & Ineligible Expenditures

Eligible expenditures, including community contributions, are direct costs that are properly and reasonably incurred by the approved applicant or approved partner as part of the approved project.

To be eligible for grant funding, these costs must be outlined in the detailed budget submitted by the approved applicant as part of the application process and be approved by UBCM.

3. Grant Management & Applicant Responsibilities

Notice of Decision

All applicants will be informed of the status of their application by letter, generally within 90 days of the application deadline. Approved applicants will be informed of specific conditions of the grant approval and are required to sign and return a copy of the Approval Agreement.

Applicant Responsibilities

Approved applicants are responsible for:

- Ensuring that approved activities are undertaken as outlined in the approved application and within the required timeline

- Providing proper fiscal management of the grant and approved project (see below)
- Submitting final reports as required by the Program & Application Guide (see below)

Accounting Records

Acceptable accounting records must be kept that clearly disclose the nature and amounts of eligible expenditures (cash and in-kind) incurred as part of the approved project. Financial summaries are required to be submitted as part of the final report and must be signed by a representative of the approved applicant.

In all cases, the final project expenditure must be net of any rebates (such as GST/PST) that the approved applicant or approved partner is eligible to receive.

Changes to or Cancellation of Approved Project

Any significant variation from the approved project as described in the approved application must be approved, including any major changes to:

- Start or end dates
- Cash and in-kind expenditures or matching funds (when required)
- Project purpose, goals, outcomes or milestones
- Project partners

If an approved project is cancelled, the approved applicant is responsible for ensuring any grant monies that have been advanced are returned to UBCM within 30 days, or as outlined in the Program & Application Guide.

4. Reporting Requirements

Submission of Reports

Approved applicants are required to submit final reports as outlined in the Program & Application Guide. Please note the following when submitting a report:

- When completing a UBCM report form please ensure that each question is answered and that all attachments are complete. Follow any sample templates that UBCM provides.
- Submit all documents as Word or PDF files. Note: files over 20mb cannot be accepted.
- Submit all digital photos or images as JPEG files. Note: files over 20mb cannot be accepted.

Extensions and Outstanding Reports

In order for an approved project to continue past the approved end date – or for a final report to be submitted after the established deadline – approved applicants must contact UBCM to request and be granted approval for an extension.

Approved applicants that do not request extensions and have outstanding reports may forfeit the final payment of their grant and may not be eligible to apply to future LGPS programs until reports are received.

5. Recognition of Funding and Funders

Approved applicants should contact UBCM for more information on recognizing funding and for information on the appropriate use of logos. Please contact LGPS at (250) 356-2947.

From: [Lions Bay Reception](#)
To: [Council](#); [Agenda](#)
Subject: FW: Attn: Mayor & Council, Chief Administrative Officer
Date: Wednesday, August 9, 2023 2:47:47 PM

From: FPBoard, Public Access <FPBoard@bcfpb.ca>
Sent: Wednesday, August 9, 2023 11:06 AM
Subject: Attn: Mayor & Council, Chief Administrative Officer

Dear Mayor & Council, and Chief Administrative Officer,

I would like to draw your attention to a special report recently released by the Forest Practices Board, [Forest and Fire Management in BC: Toward Landscape Resilience](#). The report highlights an urgent need to change how BC's forests and landscapes are managed to reduce the risk of catastrophic wildfire. Over 39 million hectares of public land in BC are at high or extreme threat of wildfire, and the negative effects on health, the environment and the economy affect all British Columbians. The Board is calling for urgent action by the provincial government to create a province-wide vision and action plan to improve landscape resilience and reduce the risk of catastrophic wildfire.

This report aims to raise public and policymaker awareness about the broad negative consequences of catastrophic wildfire, the impacts of climate change, and the inability of current forest and fire management policies to solve this problem. The Board recognizes that the level of action required to address catastrophic wildfire will require coordination and cooperation across all levels of government. We encourage you to read the report, consider how a change in how landscapes are managed could benefit your community, and consider your role in effecting this change.

The Forest Practices Board will be a participant in the 2023 UBCM Convention and tradeshow. Please visit our booth to learn more about the Board's work, including the recommendations in the report.

The Forest Practices Board is BC's independent watchdog for sound forest and range practices, reporting its findings and recommendations directly to the public and government. The board audits forest and range practices on public lands and the appropriateness of government enforcement. It can also make recommendations for improvement to practices and legislation. To find out more, please visit our website at <https://www.bcfpb.ca/>

Sincerely,

Keith Atkinson
Chair, BC Forest Practices Board

Please forward to other persons as appropriate. Many thanks!

From: [Lions Bay Reception](#)
To: [Agenda](#)
Subject: FW: Request for Proclamation from the Village of Lions Bay
Date: Thursday, August 17, 2023 3:26:25 PM
Attachments: [2024 Proclamation Draft.docx](#)

From: Sonia Ali <sonia@bcepilepsy.com>
Sent: Thursday, August 17, 2023 3:23 PM
To: Lions Bay Reception <reception@lionsbay.ca>
Subject: Request for Proclamation from the Village of Lions Bay

To Whom It May Concern,

As you may already be aware, epilepsy is one of the most common neurological conditions, however, it currently has the least recognition in society.

My name is Deirdre Syms, and I am the Executive Director of the BC Epilepsy Society, which is a provincially incorporated non-profit organization and a federally registered charitable organization. We support the over 50,000 people living with epilepsy in BC and their families, friends and loved ones and work to raise awareness of epilepsy in the communities in which we live.

We are excited to let you know that International PURPLE DAY® for Epilepsy Awareness is coming up and will be taking place on March 26th, 2024. International PURPLE DAY® for Epilepsy Awareness is a time when people in countries around the world take part in events and activities to raise much-needed awareness of epilepsy.

We would like to request a Proclamation from the Mayor and Council designating March 26th, 2024, as International PURPLE DAY® for Epilepsy Awareness in the Village of Lions Bay. Included with this email correspondence is a document outlining our draft Proclamation.

Through your participation in International PURPLE DAY® for Epilepsy Awareness on March 26th, 2024, you will not only be able to show people living with epilepsy that they are not alone but will also get people talking about epilepsy in an effort to raise awareness of epilepsy in the community.

We look forward to working with you on International PURPLE DAY® for Epilepsy Awareness on March 26th, 2024, and in the future. Please feel free to contact me via email at deirdre@bcepilepsy.com or via telephone at 1-788-533-0790 should you have any questions or require any additional information.

Sincerely,
Deirdre Syms
Executive Director
BC Epilepsy Society

--

Kind regards,
Sonia Ali
Provincial Manager of Programs and Services
BC Epilepsy Society

Mailing Address: PO Box 30521, Burnaby RPO Madison, BC V5C 6J5

Phone: 236-334-7087

Email: sonia@bcepilepsy.com

Website: www.bcepilepsy.com

Social Media:

Instagram: [BCEpilepsySociety](https://www.instagram.com/BCEpilepsySociety)

Facebook: [BC Epilepsy Society](https://www.facebook.com/BC.Epilepsy.Society)

Twitter: [BCEpilepsy](https://twitter.com/BCEpilepsy)

The BC Epilepsy Society empowers, educates, and supports British Columbians living with epilepsy.

2024 Proclamation Draft

“Purple Day”

WHEREAS Purple Day is celebrated on March 26 annually, during Epilepsy Awareness Month, to increase the knowledge and understanding of epilepsy in the community;

AND WHEREAS Purple Day was founded in 2008 by Cassidy Megan, a nine-year-old girl from Nova Scotia, who wanted people living with epilepsy that they were not alone;

AND WHEREAS On Purple Day, people in communities around the world are encouraged to wear purple and host events in support of epilepsy awareness;

AND WHEREAS There are over 50,000 people in British Columbia, over 380,000 people in Canada and over 65 Million people worldwide living with epilepsy;

AND WHEREAS The onset of epilepsy can occur at any stage of life and does not discriminate against age, gender, race, ethnicity, religion, socioeconomic status, geographic location, or sexual orientation;

AND WHEREAS Purple Day can improve the quality of life of people living with epilepsy, create a society that embraces the beauty of difference and help us understand how we can all come together to make the world a better place:

NOW THEREFORE I **[Insert Name and Title]** DO HEREBY PROCLAIM Tuesday March 26th, 2024 as

“PURPLE DAY”

in the **[Insert Name of Province/City/Municipality/Town/Village]**.

From: [Lions Bay Reception](#)
To: [Agenda](#)
Subject: FW: Form submission from: Feedback Form
Date: Monday, August 28, 2023 8:38:19 AM

From: no-reply@upanupstudios.com <no-reply@upanupstudios.com>
Sent: Saturday, August 26, 2023 10:54 AM
To: Lions Bay Reception <reception@lionsbay.ca>
Subject: Form submission from: Feedback Form

Submitted on Sat, 08/26/2023 - 10:53

Submitted by: Anonymous

Submitted values are:

Full Name

Miranda

Email Address

mflorescontecho@gmail.com

Comments

Hello,

Your corporation can 'close' the trails all day long, me and my family will use them whenever we want without asking your corporation. Get out of our face and just try to stop us.

Miranda

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: [Agenda](#)
Subject: Fwd: Support for Trailhead Access Closures
Date: Monday, August 28, 2023 10:23:20 PM

[REDACTED]



[REDACTED]

[REDACTED]

Begin forwarded message:

From: Paul H [REDACTED]
Subject: **Support for Trailhead Access Closures**
Date: August 28, 2023 at 6:43:28 PM PDT
To: council@lionsbay.ca

Dear Lions Bay Councillors,
I am not a resident but I am writing to strongly urge you to stick with closing access to trailheads at this time due to the fire risk.

About two weeks ago, during the most extreme local conditions so far this summer and with evacuations due to wildfires all over the media, I saw someone smoking a cigarette just short of half way up the Grouse Grind. There is a 2-metre wide sign saying "DANGER", "Extreme hazard... no smoking.." etc at the gate to the trail, plus another smaller sign with the same information further along. When he saw me notice him smoking, he said "I will make sure it is out." As we saw in the recent home surveillance video released by West Vancouver's fire department where a worker carefully stubbed out his cigarette yet it ignited a fire six hours later, making sure your cigarette is out isn't enough unless you are taking it with you.

During a previous year's extreme local fire level, I observed someone smoking a cigarette in Lighthouse Park despite huge signs at the

entrance warning of the danger plus a security guard stopping everyone entering the park and verbally warning them of the risk.

I am not the expert that Mike Danks is, of course, but I encourage you to consider also the wildfire at Minnekhada Park last year. My understanding is that it was just a small patch of flames when it was first noticed by a hiker. Yet by the time the hiker reported it and staff already working in the park reached it, it had grown into a wildfire that ended up burning for 28 days. The area is steep bluffs, much like the area around Lions Bay.

I am writing to you using a pseudonym because I work in government myself in a very public role, but all of the incidents described are completely true.

Thank you for your efforts in keeping your residents' homes safe.

-Paul

From: [REDACTED]
To: [Agenda](#)
Subject: Fwd: Review of Woodfibre LNG's Wastewater Discharge Authorization Application
Date: Monday, August 28, 2023 10:32:33 PM
Attachments: [2023-08-22 MS2S to BCER re Review of W LNG's WDA application.docx - Google Docs.pdf](#)
[2023-08-22 BCER Effluent Permit - Dr. Marlatt Report - Google Docs.pdf](#)

[REDACTED]



[REDACTED]

[REDACTED]

Begin forwarded message:

From: Rhiannon Fox <rhiannon@myseatosky.org>
Subject: Review of Woodfibre LNG's Wastewater Discharge Authorization Application
Date: August 22, 2023 at 3:07:58 PM PDT
To: "Butler, Rachel S" <Rachel.Butler@bc-er.ca>
Cc: consultation_rightsandtitle@squamish.net, council@squamish.ca, env.minister@gov.bc.ca, ministre-minister@ec.gc.ca, diane.lebouthillier@parl.gc.ca, jonathan.wilkinson@parl.gc.ca, "Patrick - M.P." <Patrick.Weiler@parl.gc.ca>, premier@gov.bc.ca, josie.osborne.MLA@leg.bc.ca, George.Heyman.MLA@leg.bc.ca, Bowinn.Ma.MLA@leg.bc.ca, jordan.sturdy.mla@leg.bc.ca, nicholas.simons.MLA@leg.bc.ca, board@slrd.bc.ca, Ruth Simons <howesoundbri@gmail.com>, Fern.Stockman@gov.bc.ca, info@slrd.bc.ca, info@scrd.ca, MayorandCouncil@westvancouver.ca, mayorandcouncil@gibsons.ca, mayorandcouncil@bimbc.ca, council@lionsbay.ca, info@whistler.ca, corporate@whistler.ca, jbernardo@islandstrust.bc.ca, Tracey Saxby <tracey@myseatosky.org>, Eoin Finn <eoin@myseatosky.org>

Dear Ms. Butler,

Please see the correspondence and report attached.

Regards,

Rhiannon Fox (she/her)

Campaign Coordinator

[My Sea to Sky](#)

(1) 236-979-4208

rhiannon@myseatosky.org

We respectfully acknowledge that we work in the traditional, unceded territories and ancestral lands of the x^wməθk^wəyəm (Musqueam), Sk̓wx̓wú7mesh (Squamish), and Sel̓ilwítulh (Tsleil-Waututh) Nations.

Begin forwarded message:

From: [REDACTED]
Date: August 31, 2023 at 17:57:48 PDT
To: Council <council@lionsbay.ca>
Subject: BC Drought update...

Not sure if you will get this in time to add to the knowledge at tonight's meeting, but Bowin Ma just announced an update about the current drought conditions in BC. She said that this is the worst drought BC has ever experienced and that people need to be prepared for it to potentially last well into the winter months and possibly even the new year. She asked all residents of BC to be extra careful about water consumption and not to be fooled by a small amount of rain. Worthwhile and timely information indeed!

Get [Outlook for Android](#)

From: [Lions Bay Reception](#)
To: [Council](#)
Cc: [Agenda](#)
Subject: FW: Bear Sightings Again this morning
Date: Monday, July 17, 2023 11:11:42 AM

From: Eunmi Smith [REDACTED]
Sent: Monday, July 17, 2023 10:59 AM
To: Colleen Balez [REDACTED]
Cc: Bronic [REDACTED] Craig Doherty [REDACTED] Dustin Nadeau
[REDACTED] Dylan Smith [REDACTED] Emma Shaw
[REDACTED] Kyle Willett [REDACTED] Lions Bay Reception
<reception@lionsbay.ca>; Rob Willemsen [REDACTED] Simon Waterson
[REDACTED]
Subject: Re: Bear Sightings Again this morning

Hi Colleen,

Thank you for sharing the photos. It clearly shows that the bear incident happened due to the current garbage bin which is not bear proof.

Council, please address this issues ASAP, and keep us informed of any actions taken.



Best,
Eunmi

On Mon, Jul 17, 2023 at 10:42 AM Colleen Balez [REDACTED] wrote:

The current garbage bin needs to be changed out to a bear proof bin ASAP!







Colleen Balez

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

On Mon, Jul 17, 2023 at 8:52 AM Eunmi Smith [REDACTED] wrote:

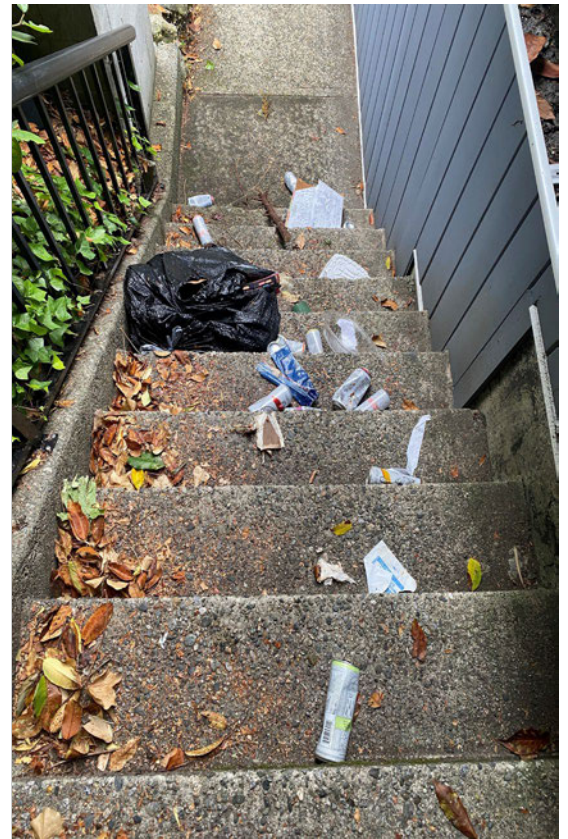
Council Members,

I am writing to inform you about the recent bear sightings on our property again. Unfortunately, it seems that the same bear returned to our site this morning around 6:40 AM, and the bear's comfort level around our building is increasingly worrying. I believe it poses a potential threat to our safety as residents.

The bear brought garbage bags from somewhere again, (I assume it's from the street or from the building next to us). It appears that the bear, once again, has accessed our property and left behind a trail of garbage.

Please remove the garbage and restore cleanliness to the affected area. This should be done as soon as possible to minimize the risks associated with other wildlife attractions, especially bears.

Best,
Eunmi



From: [Lions Bay Reception](#)
To: [Council](#); [Agenda](#)
Subject: FW: Kelvin Grove Parking Lot Issues
Date: Thursday, July 20, 2023 11:14:38 AM

From: [REDACTED]
Sent: Thursday, July 20, 2023 11:03 AM
To: Lions Bay Reception <reception@lionsbay.ca>
Subject: Re: Form submission from: Feedback Form

Hi Shawna,

Thanks for the clarification. However, I witnessed several vehicles without resident stickers arrive and immediately get out of their vehicles and head to the beach without seemingly pause to activate any pay parking activity. Could you kindly pass this note on to who on staff that oversees the bylaw enforcement. There seem to be a Kelvin Grove parking lot full of non-residents at least some of whom do not pay as they know there is no enforcement after 4pm Monday to Friday.

There are a lot of non-residents at the dog beach in Kelvin Grove and take over the small beach areas and complain when we residents bring our dogs to play and swim. We residents with dogs are very restricted for beach access in Lions Bay which is very unfair as we are the tax payers here!

I think Council should be made aware of these issues.

Carol

Sent from my iPhone

On Jul 20, 2023, at 9:23 AM, Lions Bay Reception <reception@lionsbay.ca> wrote:

Hi again Carol,

I just noticed you requested your feedback be sent to the next Council package. Their next meeting is at the beginning of September as they are now on summer break for August. I just want to confirm you would like this sent to the September meeting.

Thanks.

Shawna Driscoll
Administrative Assistant

From: Lions Bay Reception
Sent: Thursday, July 20, 2023 9:22 AM
To: [REDACTED]

Cc: Lions Bay Bylaw Officer <bylaw@lionsbay.ca>
Subject: RE: Form submission from: Feedback Form

Hi Carol,

Thank you for your feedback. The Bylaw Officer started earlier yesterday and was gone by 3:30 – some days they are here early, some later. We only have one scheduled per day during the week for 8 hours – weekend coverage is split between two officers to extend that timeframe. They have also been directed to check for garbage out early, water use, and attend to resident complaints as they arise, etc. so amongst parking there are many other tasks Bylaw must fulfill during their day, and which may reflect their working hours.

The parking meters do not require a paid pass to be displayed on the windshield. Visitors can pay with an app, or at the meter, which then logs their payment and license plate number through a device which our Bylaw Officers check each time they visit the lots. So, it may look like they have not paid because there is no pass displayed but could have.

I hope that clarifies the issue.

Thank you!

Shawna Driscoll
Administrative Assistant

From: [REDACTED]
Sent: Wednesday, July 19, 2023 6:49 PM
To: Lions Bay Reception <reception@lionsbay.ca>
Subject: Form submission from: Feedback Form

Submitted on Wed, 07/19/2023 - 18:48

Submitted by: Anonymous

Submitted values are:

Full Name

Carol Brien

Email Address

[REDACTED]

Comments

Once again the Kelvin Grove parking lot at 4:30pm is full of cars with no paid parking

stickers. Where is bylaw enforcement? Having enforcement 9am to 4pm is not adequate as non residents know there is no enforcement after 4pm.

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: [Lions Bay Office](#)
To: [Agenda](#)
Subject: FW: Building Inspection Status & Proposal to Assist - 100 Lions Bay
Date: Tuesday, July 25, 2023 12:52:25 PM

From: Simon Wong [REDACTED]
Sent: Tuesday, July 25, 2023 10:27 AM
To: Ken Berry <mayor.berry@lionsbay.ca>
Cc: Lions Bay Office <office@lionsbay.ca>; Building <building@lionsbay.ca>; Shawn Barr [REDACTED]; Tomas Minka [REDACTED] Bettina Balcaen [REDACTED]
Subject: Building Inspection Status & Proposal to Assist - [REDACTED]

Dear Mayor Ken Berry and Council,

We hope this email finds you well. We are a high performance construction management firm specializing in sustainable buildings from Metro Vancouver and up the Sea-to-Sky corridor. We pride ourselves in building to the highest standards and maintaining good relations with the communities within which we build.

I am contacting you directly regarding the Building Permit for [REDACTED]. This was submitted at the beginning of April 2023 and I am aware of the staffing challenges experienced by the Village to date but we it has been 15 weeks since submission. Such delays are costly for the Village as much as the homeowner. We recently spoke with Shawna Driscoll regarding the permit status. She let us know that the package has been reviewed by Mike but is pending a mentoring inspector to provide final approval. I had reviewed the latest council minutes and did not find mention of this process starting on any of the meetings in July.

Please let me know if we are able to assist or incentivize this process. We have a good reputation in both North (City/District) and West Vancouver Building departments and can ask their inspectors if they are able to assist. If a reasonable adjustment to the permitting fee might facilitate this process, I believe the homeowner would consider this as the delay impacts their broader plans and schedule.

Lastly, we request to proceed with demolition as we await the resolution of these technicalities. Our machine operator, Christensen Excavating, is in good standing with all local municipalities and has done work for the Village of Lions Bay. The removal of the existing home will allow us to better assess the site conditions as we prepare for subsequent excavation and construction.

Please let us know how we may be able to assist and expedite the permitting process overall. Thank you for your understanding and consideration.

Thanks,

Simon Wong
Senior Project Manager

From: [Lions Bay Reception](#)
To: [Agenda](#)
Subject: FW: Bear Smart
Date: Tuesday, August 8, 2023 10:18:13 AM

From: Norma Rodgers [REDACTED]
Sent: Tuesday, August 8, 2023 9:40 AM
To: Council <council@lionsbay.ca>; Gravel, Simon ENV:EX [REDACTED]
[REDACTED] Lions Bay Reception <reception@lionsbay.ca>
Subject: Bear Smart

Hello,

I was asked to respond to Justin Brimacombe's letter on behalf of Lions Bay Bear Smart. As some of you are aware I am the former chair and the current member with the longest Bear Smart history.

Twenty three years ago bears were routinely destroyed by the COS in Lions Bay. We are surrounded by Crown Land and bears had easy access to human food in outside stored garbage, and carport freezers and fridges. As a result a few concerned residents, including myself, collaborated to create information and outreach about removing human food attractants. Initially there was resistance, but eventually more residents complied with storing human food and food waste in ways that were inaccessible to bears.

In 2004 the Ministry of the Environment announced its Bear Smart Community Program in coordination with the COS. Lions Bay applied for the designation and accompanying funding. To qualify for Bear Smart Status Lions Bay completed the required steps. The Village enacted a garbage bylaw that dealt with bear attractants, contracted a Bear Hazard Assessment, wrote a Bear Management Plan which included recommendations from the COS, created a Bear Smart Committee, installed bear proof public garbage bins, created education programs for residents and schools, created bear activity signage, implemented a bear activity monitoring system, and coordinated with the COS. In 2011 Lions Bay became the third community granted Bear Smart community status.

Bear Smart deactivated for around five years (2014-2020) since there were rare bear problems. Bears passed through the village with no interaction because food attractants were mostly inaccessible. The Bear Smart message was successful. But as time passed and new residents replaced bear-knowledgeable residents, bears began to find garbage and human food and became hazardous.

In 2021 a concerned resident brought concerns about garbage being accessible to bears to Council. Councillor Abbott was assigned to assist and Bear Smart became active again.

After reading his letter I wonder about the source of Justin Brimacombe's misinformation. His version of the origin of Bear Smart is very misguided, as are his assumptions about Bear Smart and the COS. Fifteen years ago then CO Chris Doyle was a member of the Bear Smart committee and attended community events. Subsequent COs, including Peter Busnik and Simon Gravel, attended Bear Smart safety events to support the Bear Smart Committee. Bear Smart urges residents to report bear activity to our website in order to coordinate with waste collection but also advises residents to report aggressive or destructive bears to the COS RAPP line. Contrary to Mr. Brimacombe's complaint, bear activity signs show the village office and COS numbers. Accusing the Bear Smart team of telling residents that COs are "killers" and "butchers" is incorrect and defamatory.

To suggest that Bear Smart is "blocking" COS from doing their job is neither accurate or fair. In 2021 Councillor Abbott liaised with COS's Chris Ford, who had previously resided in Lions Bay. He supported our initiatives including the Bear Smart online "bear tracking". This year we learned Chris had a different role but no replacement. There have been many attempts to liaise with the COS without success. In July there was a bear on the beach accessing picnic food. Bear Smart phoned the COS and sent an email

asking for feedback and heard nothing. We also contacted the COS when the bear was destroyed on Oceanview late July, but received no reply. Currently Bear Smart is communicating with the COS without success.

Since 2021, the Bear Smart Committee has distributed official bear smart brochures to every mailbox, included public service announcements in Village Updates about bear attractants and safety, educated students at the elementary school, provided information at community events, enacted amended bylaw provisions that enable the enforcement of food attractant infractions, and tracked natural bear activity.

The Bear Smart website has received 119 sighting this season. The current 'bear tracking' submissions indicate the village hosts a large bear passing through the forest, a small mother with one cub of the year, a bear with white ear tag, a younger bear that is scrawny, and a healthy young adult bear. Bear Smart monitors natural bear activity within our boundaries. Bears who enter or damage properties, or approach people, are reported to RAPP and unfortunately, resident negligence results in bear death.

Mr. Brimacombe makes assumptions about bear families and our bear population which are unsubstantiated. Female bears have cubs every second year, not two cubs a year. His suggestion that we install electric fencing is impractical due to terrain and maintenance costs.

The Bear Smart Committee continues its service to the village, advocating for the safety of residents and wildlife. Criticism and accusations of negligence from an uninformed resident is not warranted. Bear Smart is an "informed strategy" that Mr Brimacombe requests, we just need to encourage residents to support and comply with the initiatives to be successful.

regards,

Norma Rodgers,
Lions Bay Bear Smart Committee

From: kelly taylor [REDACTED] LB Regular Council Meeting - September 5, 2023 - Page 94 of 111

Sent: Thursday, August 24, 2023 11:44 AM

To: Lions Bay Reception <reception@lionsbay.ca>

Subject: Pls forward to mayor and council

To our honourable mayor Ken Barry and council

I know that you are aware of the LNG project being pushed upon all of us.

I apologize if this has been suggested before and or you are all ready doing all you can but if not I'd like to ask our mayor and council to please consider standing up against this massive project on the citizens of lions bays behalf.

As we are experiencing the CATASTROPHIC consequences of the rapid acceleration of the planet warming, the business as usual mentality it is clearly not just not working but is plummeting us in the wrong direction.

The warning bells scientists and activists have been sounding well before the 2015 global COP21 climate summit in France are not being heeded.

Have we passed the tipping point, I hope not but surely we are close !

Please consider looking into what we can do as a local government to put a stop to the Squamish LNG plant becoming operational.

The greenwashing campaign by hydro, the province and the federal government that claims this form of gas and how it is distracted poses little impact is negligent and horrifyingly incorrect.

A quote from the Davids Suzuki society BEGS to differ ...

LNG is primarily made up of methane, a greenhouse gas 80 times more potent than CO2 in the short term and 30 times worse in the long term. Methane leaks into the atmosphere

throughout the LNG production and supply chain and slips directly from the ship's funnels*, contributing to climate warming at a significant pace.

Thank you for your consideration

Kelly Taylor
[REDACTED]

From: [REDACTED]
Date: August 24, 2023 at 9:02:58 AM PDT
To: [REDACTED]
Subject: Re: B.C. water restrictions
Reply-To: "Sven Biggs, Stand.earth" [REDACTED]

Try to conserve water! Unless you're a fracking company

[View this email in your browser](#)



Kelly – this is outrageous.

While most of the province is facing extreme drought and individuals are being told to take shorter showers, **the B.C. government is still allowing the fracking industry to extract and contaminate billions of litres of freshwater.**

There are actions the provincial government could take right now to protect communities and freshwater from fracking: we laid out all the recommendations in our '*Fracking With Freshwater*' report last year. **But politicians are still giving fracking companies a free pass**, while putting the onus on you and me to conserve water.

With no end in sight to these extreme drought conditions, we need to put this report back on top of their inboxes.

[Click here to email the B.C. government a copy of our report, and urge them to save freshwater for communities – not frackers.](#)



[SEND A MESSAGE](#)

Much of B.C.'s fracking patch, on Treaty 8 territories, is in a level 5 drought. That's as bad as it gets. But while rivers run dry, farmer's struggle to keep their crops alive, and wildfires continue to burn across the region – **big gas companies are still doing business as usual by extracting huge amounts of freshwater for their fracking wells.**

It's time to end this special treatment for the oil and gas industry. No other sector is allowed to take freshwater, contaminate it so it can never be used again, and then dispose of it untreated. **But fracking companies are not only getting away with it – they're paying mere pennies for the privilege.**

Without urgent action, the fracking wastewater scandal will only get

worse. Our research predicts that without intervention, the fracking industry could soon be consuming and poisoning 10.4 billion litres of water a year, or enough to fill 4,160 Olympic swimming pools. We can't let that happen.

Fortunately, **there are clear actions the B.C. government can take right now** – using existing technology and successful examples from other jurisdictions – to protect communities and freshwater.

[Kelly, will you email the B.C. government right now, and help ramp up the pressure to protect freshwater during this extreme drought?](#)

I'll be honest with you, there is ultimately no way to frack without poisoning huge amounts of water, and there is no way to clean up or dispose of the wastewater without putting communities and the environment at risk. **The long-term solution must be a phase out of all fracking.** Many jurisdictions across North America are already doing just that. And as momentum grows in the *Frack Free BC* network, communities across the province are building towards that here too.

But until we win that commitment, the provincial government must implement our report recommendations right now to protect people and clean water sources that are urgently at risk.

[Take one minute to email Premier Eby and key ministers, and tell them to starting putting people before fracking companies.](#)

Please stay safe and cool out there,

Sven Biggs (he/him)
Canadian Oil and Gas Programs Director
Stand.earth

Stand.earth challenges corporations, industries, and governments to prioritize the well-being of people, our environment, and our climate by

creating long-term, effective solutions. None of this work is possible without your support.

DONATE \$5

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On traditional Chochenyo and Karkin Ohlone Lands

Bellingham office: 1329 N State St., Suite 302 Bellingham, WA 98225

On traditional Lummi and Nooksack Lands

Vancouver office: 5307 Victoria Drive, Suite 347, Vancouver, BC V5P 3V6

On Unceded Territories of the səł'łwətaʔ, xʷməθkʷəyəm, and Skwxwú7mesh Nations

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From: [REDACTED]
To: [Council](#); [Agenda](#)
Subject: Request for a movie permit Sept 2-4 inclusive
Date: Friday, August 25, 2023 12:20:56 PM
Attachments: [230802 LBBP Agenda.pdf](#)

Dear Council,

As a resident of Brunswick Beach, I would like to add support to my neighbours' concern for a film production and the resulting increased traffic in our community on Labour Day weekend in particular. We are a tiny community within our Village and the comings and goings of a 4 day film crew will affect us all. Furthermore, as you know, we have very little parking in Brunswick as it stands. Notwithstanding signage indicating that there is no public parking, we experience a constant stream of people coming down to look regardless. Add in another 4-day crew to a family weekend of visitors, and it seems untimely.

Lastly, there has been a suggestion of shuttling the film crew from the Lions Bay exit using the parking lot above the Marina as well as parking along Lions Bay Avenue. Either way, the disruption to both communities of Lions Bay, on that weekend, seems unreasonable.

I thank you in advance for considering the above, and would encourage you to deny this permit application.

Sincerely,
Susan Davis
Brunswick Beach

From: [REDACTED]
To: [Agenda](#)
Subject: Fwd: Fire Risk
Date: Saturday, August 26, 2023 10:12:14 AM

Sent from my iPad

Begin forwarded message:

From: Ian Mackie [REDACTED]
Date: August 26, 2023 at 8:48:04 AM PDT
To: council@lionsbay.ca
Subject: Fire Risk

Council

I am writing to express my concerns about the Village's lack of response to the risk of wildfires in the Village.
The risk grows each year as trees and vegetation grows.
When we moved here 23 years ago the trees on the properties expropriated by Highways after the February 1983 slide were 6 feet tall. They are now a forest of 40 to 50 foot tall trees .
Trees are permitted to grow across the Village roads. Roads which should serve as some sort of fire break.

The North Shore News article on the Village trail closures due to heightened fire risk stated, inter alia:

"A [report on wildfire risk for Lions Bay](#) rated the risk to the community as high. It recommended managing and removing combustible fuel, including thinning and spacing trees, and removing trees and brush on properties that back on to the forest, as one of the best ways to manage risk."

To my knowledge the Village has not done anything to ameliorate the high wildfire risk to the Village.

It will not be long before insurers take note of the heightened wildfire risk in The Village. This will result in either substantially increased insurance premiums for the wildfire risk or the refusal by insurers to provide this coverage to residents all together. This will substantially affect real estate values in the Village due to the inability to satisfy lenders requirements for insurance in order to obtain a mortgage. This will affect the ability to buy or sell property in the Village.

It is high time for the Village to implement a Village wide policy to

ameliorate the high wildfire risk in the Village.

Regards

Ian D. Mackie



Sent from my iPad

From: [REDACTED]
To: [Council; Agenda](#)
Subject: Emergency Planning and Community Proposal
Date: Sunday, August 27, 2023 9:05:24 PM

Greetings, Councillors and Mayor Berry. My name is Mark Shelnitz and along with my wife, Fryda Fraeme, live at [REDACTED]. Since moving to Lions Bay almost three years ago, I thought it would be great for the community if a trail could be built from the cul-de-sac of Kelvin Grove Way to the cul-de-sac of Panorama Place.

Such a trail would allow residents of both sides of the Lions Bay community to more easily visit each other, from both a distance and effort perspective, without having to use their cars. (As of now, residents of each side of the community who want to walk would have to walk down below the highway, traverse the Kelvin trail that runs along the highway and then walk back up.) In addition, such a trail would encourage residents of upper Kelvin Grove to walk to the post office and store/cafe, significantly reducing walking time, and keeping cars off the road. Potential parking issues could also be mitigated for events at the school or accessing hiking trails.

While the proposed trail has merit without any other considerations, given the ever-increasing risk of fire in our Village, such a trail would also provide an escape route for residents on each side of the trail should there be a fire or other emergency on either side. With two fires in our vicinity this summer, and the fire risk at extreme levels, the risk is real and likely to continue each summer. Between the safety benefits and the community benefits, building this trail should be a no-brainer. From speaking to a couple of the Trailblazers, it would not take long or be expensive to build such a trail.

I approached Phil Folkerson with this idea and spoke with him at the Canada Day celebration at Lions Bay beach. He thought the trail was a great idea and would be an important addition to the Village's Emergency Planning.

One of the complications of building a trail would be that it would have to traverse the property of two homeowners. I approached both two years ago. The owners at the end of Panorama were open-minded about supporting the initiative but were concerned about privacy. They were going to undertake a major reconstruction of their home and wanted to evaluate that issue based on the ultimate redesign of the house.

The other affected owners live at [REDACTED] Oceanview Road. They have a very irregularly shaped lot that extends all the way down to the Panorama Place property. They were not supportive despite having no use for this section of their property and it presenting no privacy issues. But they did say that they might be open to a trail that went along the property line between them and the Panorama owners but would want to include

a third adjacent property on the Kelvin Grove cul-de-sac. The Trailblazers said it would be impractical to include this third property owner because their property is too steep. So any trail, even if it started along the Panorama-Oceanview owners' property line, would eventually have to cross the Oceanview property to get to the Kelvin Grove Way cul-de-sac. I don't know if there are any Village easements or other rights that could be helpful, but I have not followed up with these homeowners since those initial conversations.

I write to you for your support of this proposed trail and your view of what "path" should be followed to make it a reality. I am happy to assist in any way I can, including investigating Village land records or ordinances and engaging with the Trailblazers. But assuming approval of the homeowners would be required, it seems to me that someone with more gravitas should approach them given the now critical need for this trail.

Thank you for your consideration.

Mark Shelnitz

Sent from [Mail](#) for Windows

From: [REDACTED]
To: [Agenda](#)
Subject: finance committee
Date: Tuesday, August 29, 2023 7:01:11 PM

Dear Mayor and Council,

On July 20, I wrote Advisor Deanna Campbell asking whether council committees are required to inform council and residents. On July 21, Ms. Campbell responded.

“You are correct that the legislation is silent about committees except for how they are established. However, the same open meeting rules that apply to regular council meetings also apply to committees of council. There should be a public agenda and reports. And committee meeting minutes must be made available to the public (except those minutes from a closed meeting). The Terms of Reference for Committees usually also indicates what the reporting mechanism is. Most committees are required to report any recommendations etc. to council in a regular meeting or by way of a report from that committee in a regular open meeting.”

So according to Ms. Campbell, committees are required to report to council and council needs to inform residents. The Standing Finance and Audit Committee (FAC) has been operating since January with no information to residents. When formed it was not disclosed to the public how resident members David Shore and Bruce McLaughlin were selected. Mayor Berry and Councillor Broughton represent Council. They have met seven times (Jan10,16,31, Feb21, Mar16, Apr17,27) but only basic meeting agendas have been published, and no reports or recommendations.

The FAC Terms of Reference describe the committee mandate “to monitor the financial management of the Village and to provide timely advice and recommendations to Council”. Also on a quarterly basis to review financial progress and make recommendations.

Why has Council not communicated anything about this committee’s recommendations or reports? Village finances are public record.

regards,
Norma Rodgers

Lions Bay, August 30th 2023

To; Mayor Ken Berry and Village of Lions Bay Council!

As we are coming to a close of our busy Summer Season, I like to take this opportunity and THANK YOU for hiring the 2 outstanding young students Alex Lund and Elyse Ando who were part of the Village Crew.

Elyse in the office and Alex in the field.

They will head back to their next chapter of education locally and in Toronto.

Each and every time Alex walked or drove by in his vehicle proudly wearing his Lions Bay By-Law officer uniform he would greet me / us with such kindness. His tasks were many, and not always easy or pleasant.

Alex kept his cool and managed to get the work done.

His infectious smile is a signature smile that will stay with me forever.

Elyse Ando, still on the shy side, but very professional was a delight to have at the Village Office.

Elyse was always helpful, and courteous with a smile.

Thank You Mayor Berry and Council for giving these 2 deserving and genuine individuals a Lions Bay chapter for their future tool box.

Sincerely!

Trudi Luethy

████████████████████

LIONS BAY

P.S. Please forward this letter to Alex Lund and Elyse Ando. Thank you!

August 30, 2023

To: Mayor Berry and Council, Village of Lions Bay

Re: Howe Sound Community Forum & Átl'ka7tsem / Howe Sound Biosphere Region Updates

We hope you have had the chance to rest during the summer break having enjoyed quality time within your community and are back to the new session enthused about progressing initiatives that will bring benefit to the Átl'ka7tsem / Howe Sound Biosphere Region (AHSUBR).

As convener of the *Howe Sound Community Forum* (HSCF), we, the *Howe Sound Biosphere Region Initiative Society* (HSBRIS), were pleased to see many elected officials at the [April 2023 forum at the Town of Gibsons](#). This letter provides information on the upcoming HSCF in the Resort Municipality of Whistler (RMOW), as well as updates on the AHSUBR since our last communications.

1. Howe Sound Community Forum in Whistler

Please mark your calendars for the next HSCF, taking place **October 13, 2023**, at the Squamish Lillooet Cultural Centre (SLCC) in Whistler. [See event details here](#). Please RSVP to the calendar invitation.

We are delighted that the forum will take place in the Longhouse at the SLCC. Attendees will have the opportunity to explore the exhibits in the rest of the centre.

At the forum, elected officials will share updates from their communities on actions related to the Howe Sound community. Many thanks to Mayor Crompton and Council at the RMOW for hosting this forum.

To be efficient with transport, we encourage carpooling to Whistler. If need be, please contact howesoundcommunityforum@gmail.com if we can assist with your carpooling options.

2. Advancing Biosphere Region Nchu'ú7mut/Unity Plan & Governance

We are advancing on the Átl'ka7tsem / Howe Sound UNESCO Biosphere Region Roundtable recruitment. As the advisory body to HSBRIS on the governance of the AHSUBR, it is the intention to have fair representation across sectors, NGOs, civil society and government. [See background here](#).

For information, consensus at the April 2023 HSCF was to appoint one representative from each of the three regional districts, Metro Vancouver, SCRD and SLRD. We will be seeking the nominations of either a staff member, an elected official or an appointee of the local government from within each of these three regional districts. An updated Terms of Reference has also been agreed by the AHSUBR Roundtable Selection Committee. This does not replace the HSCF. For more information, please [visit our website](#) to learn more or contact us directly.

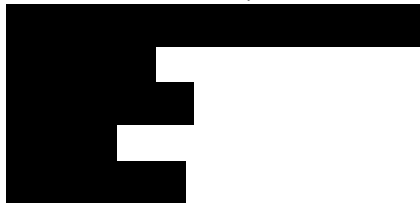
As the managers responsible for the UNESCO designation, we continue to advance collaborative efforts to develop a cohesive management plan. We took time during 2022 and 2023 to solicit input and feedback from various sectors, organizations, levels of government, the Skwxwú7mesh Úxwumixw and individuals on the values, concerns and goals for the region. The resulting *Nchu'ú7mut/Unity Plan* is nearing completion. We will provide an update at the HSCF.

September 15 marks the second anniversary of the UNESCO designation for *Átl'ka7tsem/Howe Sound*. [Please see our website for current information](#) on our projects and latest news and do not hesitate to contact us with any questions.

Sincerely,



Ruth Simons
Executive Director, Howe Sound Biosphere Region Initiative Society



From: Andrea B [REDACTED]
Date: August 31, 2023 at 10:30:03 PDT
To: Council <council@lionsbay.ca>
Subject: Parking closure in regards to fire danger

Hi there,

I just want to first applaud the Council for doing the right thing and shutting the parking to keep our little village safe in this unprecedented wildfire season! I had grave concerns before the closure about our safety, especially as I had personally seen 3 hikers just toss cigarettes from their cars and when preparing to leave after their hikes. This sort of behavior is unacceptable in less dry conditions and down right criminal in such dry ones.

Of the couple of cars that hadn't got the message about the closing, I had approached them to explain what was going on, and they were very supportive and completely understanding!

I truly hope that the council will not listen to the "keyboard warriors" that enjoy spreading dissension, as we need more than a couple days rain to mitigate the danger the dry conditions have caused!

Once that has been achieved, then let's open the parking back up at that point!

A. Bradshaw

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From: [REDACTED]
To: [Ken Berry](#); [Council](#); [Agenda](#)
Subject: Re: finance cmt, please include with council package
Date: Thursday, August 31, 2023 3:34:34 PM

Dear Mayor and Council,

I appreciate the Mayor repeating his message about finances from the February 3 Village Update but I was expecting an official Council report or finance committee minutes. Since the finance committee continued to meet until April 27 and it is now September, I assume there is more information to communicate to residents than adjusted cheque signing protocols and taking advantage of increased interest rates.

regards,
Norma Rodgers

On Thu, Aug 31, 2023 at 9:50 AM Ken Berry <mayor.berry@lionsbay.ca> wrote:

Re: Finance Cmt; Please include with Council Package

Norma,

Thank you for the opportunity to highlight the valuable contributions of our volunteers.

The Finance Committee has successfully fulfilled its mandate. There recommendations have resulted in tens of thousands of dollars in savings to the taxpayers of Lions Bay and the implementation of industry standard Financial Controls.

For a more fulsome understanding of our volunteers' contributions, please read the previously published Mayors Message:

Mayor's Message – February 3rd, 2023

I would like to thank the residents of the Village of Lions Bay for your patience and understanding, but most importantly for your constructive feedback during this emotional period of change this new Council has undertaken in the initial 90 days in office.

In last week's Mayors Message, I provided the key aspects of governance and the mechanics of the best practices necessary to protect Villagers assets and the background on our Acting CAO and Acting CFO leading the team. This week's report focuses on the actions council has taken, the legislation which empowers our administrative staff to safeguard the Villages tax dollars and personal information. In addition, Council has taken the important steps to lay the foundation to continue to honour the democratic process with the announced By-

Election.

Prudent Fiscal Management - Safeguarding the Village of Lions Bay's \$5.8M Funds

The Finance Committee and Acting CAO recommendations which were presented to Council as resolutions at the Regular Council Closed Meeting held January 17th, Unfortunately the matters were Defeated. The Finance Committee, CAO and CFO then brought the matters to the Regular Council Open Meeting held January 31st, 2023, where the resolutions containing the recommendations (with minor amendments) were approved.:

Moved/Seconded

That the banking vulnerability-be addressed by ensuring that:

1. the bank has instructions that no cheque or electronic transfer should be processed unless it has two signatures or electronic signatures and;
2. the authorized signatures or electronic signatures be those only of the Chief Administrative Officer and an elected official or two elected officials of the municipality of the Lions Bay;
3. a limit be placed on the amount of any cheque or transfer; and that;
4. any amount above that limit would require additional written authorization from the Chief Administrative Officer or the Mayor or Acting Mayor for such transactions in that order.

CARRIED

That the vulnerabilities in the Village banking procedures be addressed immediately and on an urgent basis to ensure that the principles of separation of the functions of authorization, recording and control are met.

CARRIED

That banking controls are applied to all Village bank accounts.

CARRIED

Best practices be implemented for treasury management per municipal regulations to maximize the return on the Villages current \$5.8M funds.

CARRIED

Furthermore, the Committee was struck following the protocols of the Standing Committee legislation. Meeting minutes of the Financial Committee have been assembled and provided to our auditor and staff. Staff will post in due course.

On behalf of the residents of Lions Bay, I would like to thank all our volunteers for their valuable contribution to our community.

Regards,

Ken Berry, Mayor

Village of Lions Bay

From: Norma Rodgers [REDACTED]
Sent: Tuesday, August 29, 2023 6:59 PM
To: Lions Bay Reception <reception@lionsbay.ca>; Council <council@lionsbay.ca>
Subject: finance cmt, please include with council package

Dear Mayor and Council,

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Norma Rodgers