



REGULAR MEETING OF COUNCIL

HELD ON TUESDAY, JUNE 18, 2024, AT 6:00PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY BC
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. Reporting out from Closed portion of Meeting
3. Adoption of Agenda
4. Public Participation (2 minutes per person totalling 10 minutes maximum)
5. Approval of Minutes of Prior Meetings
 - A. Regular Meeting of Council – May 21, 2024 (*page 3*)
 - B. Special Meeting of Council – June 4, 2024 (*page 10*)
6. Business Arising from the Minutes
7. Unfinished Business
 - A. Follow-Up Action Items from Previous Meetings (see Schedule 9A) (*page 15*)
8. Reports
 - A. Staff
 - i. A.S.A.P Report & Appendix (*page 14*)
 - ii. 2022 Annual Report (*to be distributed separately*)
 - B. Committees
 - i. Climate Action Committee Meeting Minutes April 22 2024 (*page 34*)
 - ii. Infrastructure Committee Meeting Minutes April 18 2024 (*page 39*)
 - iii. Noise and Safety Committee Meeting Minutes June 3 2024 (*page 46*)
 - C. Mayor and Council
 - i. Councillor Monthly Report (*page 48*)

D. Emergency

9. Resolution

10. New Business

11. Bylaws

12. Correspondence

A. List of Correspondence to June 9 2024 *(page 50)*

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

14. Resumption of Closed Council Meeting (if applicable)

15. Reporting Out from Closed Meeting (if applicable)

16. Adjournment



REGULAR MEETING OF COUNCIL

HELD ON TUESDAY, MAY 21, 2024, AT 6:00PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY BC

MINUTES

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

Absent with
regret: Councillor Michael Broughton

Staff: Chief Administrative Officer, Ross Blackwell
Financial Officer, Joe Chirkoff
Deputy Corporate Officer, Marina Blagodarov (Recorder)

1. Call to Order

Mayor Berry called the meeting to order at 6:02pm.

2. Closure of Council Meeting

Proposed topics for discussion in the absence of the public:

- A. Legal
- B. Personnel

Moved by: Councillor Cunliffe

Seconded by: Councillor Reuter

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:

- (b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity;
- (n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2);

CARRIED

The open meeting went into recess at 6:04pm and resumed at 7:00pm.
Councillor Broughton was absent with regret for the remainder of the agenda.

Moved by: Councillor Reuter

Seconded by: Councillor Cunliffe

THAT the Open meeting be called to order.

CARRIED

3. Reporting out from Closed portion of Meeting

None.

4. Adoption of Agenda

Moved by: Councillor Reuter

Seconded by: Councillor Abbott

THAT the Agenda for May 21, 2024, Regular Meeting of Council be adopted as presented.

CARRIED

5. Public Participation

Gail Craig: Expressed concerns about the mayor's message on the 2022 annual report and the delay in the auditor's management report.

Kambiz Azordegan: Followed up on email sent to Council, seeking response to his request to close the Kelvin Grove parking lot after 10pm.

Leslie Nolin: Concerned about mayor's message written on behalf of Council in the 2022 annual report.

Rebecca Casperson: Expressed parking and traffic issues and addressed the audit management letter.

Norma Rodgers: Addressed the management letter and the delay in the 2022 annual report.

6. Delegations

A. Lions Bay General Store & Café, Craig Doherty: Noise Bylaw exemption

Seeking exemption to the Noise Bylaw. Noting that Council can withdraw the resolution at any time.

Item was deferred to 12A for Council discussion.

7. Approval of Minutes of Prior Meetings

A. Regular Meeting of Council – April 16, 2024

Moved by: Councillor Reuter

Seconded by: Councillor Cunliffe

THAT the Regular Meeting of Council Minutes of April 16, 2024, be approved as

- 8B – IC update: refer to “a Working Group is meeting weekly”

CARRIED

B. Special Meeting of Council – April 23, 2024

Moved by: Councillor Abbott

Seconded by: Councillor Reuter

THAT the Special Meeting of Council Minutes of April 23, 2024, be approved as presented.

CARRIED

C. Special Meeting of Council – April 24, 2024

Moved by: Councillor Abbott

Seconded by: Councillor Reuter

THAT the Special Meeting of Council Minutes of April 24, 2024, be approved as presented.

CARRIED

D. Special Meeting of Council – May 7, 2024

Moved by: Councillor Abbott

Seconded by: Councillor Reuter

THAT the Special Meeting of Council Minutes of May 7, 2024, be approved as presented.

CARRIED

8. Business Arising from the Minutes

- Pg9 of the package: Staff report – it was noted that the Grant in Aid requests will be discussed at the next COW meeting.
- Pg10 of the package – reference to the SVT: Mayor to supply a report from a letter received from the province. Asking to add to action item, consultation from the province.

9. Unfinished Business

A. Follow-Up Action Items from Previous Meetings (see Schedule 9A)

10. Reports

A. Staff

i. CAO: 2024 Conference Event Schedule – Elected Officials

The Chief Financial Officer presented various local government conferences that are available for elected officials.

THAT Council members who are interested in going to the UBCM Conference, express their interest.

CARRIED

It was requested that Council members respond to the CAO by Friday, May 24, 2024, if they are interested in going to the UBCM Conference.

Moved by: Mayor Berry

Seconded by: Councillor Cunliffe

THAT the CAO attend the UBCM meeting.

CARRIED

ii. **FO: 2022 Statement of Financial Information (SOFI)**

The Financial Officer noted that the SOFI has been prepared with the standard format.

Moved by: Councillor Abbott

Seconded by: Councillor Cunliffe

THAT Council approve the 2022 Statement of Financial Information for submission to the Ministry of Municipal Affairs.

CARRIED

iii. **Fire Chief: Verbal Update on Wildfire and Fire Smart activities**

This item was not discussed.

B. Committees

None.

C. Mayor and Council

i. **Mayor Berry: Province of British Columbia and Inspector of Municipalities Recommendation**

Moved by: Councillor Reuter

Seconded by: Councillor Cunliffe

THAT Council authorizes the CAO to initiate “Key Recommendations” as outlined by the Province of British Columbia’s Municipal Advisor and the office of the Inspector of Municipalities.

Amending Motion:

Moved by: Councillor Reuter

Seconded by: Councillor Abbott

THAT Council consider Motions 10Cii through 10Cix be combined in one vote.

CARRIED

(Mayor Berry opposed)

Council considered the Motions 10Cii through 10Cix.

THAT council authorizes the CAO to initiate “Key Recommendations” as outlined by the Province of British Columbia’s Municipal Advisor and the office of the Inspector of Municipalities.

THAT Council direct the CAO to draft a new Code of Conduct, as outlined by the Province of British Columbia Municipal Advisor and as recommended by the UBCM.

THAT Council direct the CAO to continue to update the Council’s Procedure Bylaw to strengthen the key areas of governance and operations.

THAT council authorizes the CAO to initiate a policy to reduce the misuse of its communication system (e.g., no emails after 9 at night, no attack emails, respectful wording only).

THAT Council direct the CAO to update all Bylaws, as necessary, in priority order.

THAT Council direct the CAO to seek legal advice/ assistance to draft documents and on an “as and when needed” basis.

DEFEATED

(Mayor Berry was in favour)

ii. **Councillor Broughton: Highway Noise verbal update**

This item was not discussed.

iii. **Councillor Broughton: Items permitted in Closed Session**

This item was not discussed.

D. Emergency

i. Fire Rescue Dispatch Report: April 2024

Item has been received for information purposes.

11. Resolution

A. Noise Relaxation Request

Moved by: Councillor Reuter

Seconded by: Councillor Cunliffe

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

- June 15, 2024

CARRIED

12. New Business

A. Noise Relaxation Request

Moved by: Councillor Reuter

Seconded by: Councillor Cunliffe

THAT Council grant an exemption to Noise Bylaw No. 283, 1998 to allow for live amplified music on the patio at the General Store and Café between the hours of 12:00pm and 9:00pm from June 1st to September 30th each year until September 30, 2026.

Amending Motion:

Moved by: Councillor Cunliffe

Seconded by: Councillor Reuter

THAT Council grant an exemption to Noise Bylaw No. 283, 1998 to allow for live amplified music on the patio at the General Store and Café between the hours of 12:00pm and 9:00pm from June 1st to September 30th, 2024.

CARRIED

13. Bylaws

None.

14. Correspondence

A. List of Correspondence to May 16, 2024.

Council has received correspondence for information.

15. New Business

16. Public Questions and Comments

None.

17. Resumption of Closed Council Meeting

Moved by: Councillor Cunliffe

Seconded by: Councillor Abbott

THAT the Open meeting go into recess.

CARRIED

The meeting went into recess at 8:05pm and resumed at 8:34pm

18. Reporting Out from Closed Meeting

It was reported out that:

1. Council has awarded a Citizen of the Year, and that it will be presented by Councillor Cunliffe at the next Ceremony of the Village.

2. Citizen of Distinction, Council has deferred this award for the year of 2024.
3. The Curly Stewart Memorial Trust Fund Award for 2024 has been awarded in the amount of \$1000, and that the recipient will be announced at the graduation ceremony.

19. Adjournment

Moved by: Councillor Abbott

Seconded by: Councillor Cunliffe

THAT the Regular Meeting of Council be adjourned.

CARRIED

The meeting adjourned at 8:34pm.

Mayor

Corporate Officer

Date Adopted by Council:	
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VILLAGE OF LIONS BAY

**SPECIAL OPEN MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, JUNE 4, 2024, at 8:00 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)

Staff: Ross Blackwell, Chief Administrative Officer
Karl Buhr, Director of Operations
Joe Chirkoff, Financial Officer
Kelsey Guenette, Raincoast Ventures Ltd. (via videoconference) (Recorder)

Public: 0 in person; 11 via videoconference

1. Call to Order
The meeting was called to order at 8:09 p.m.

2. Adoption of Agenda

Moved By: Councillor Broughton

Seconded By: Councillor Abbott

THAT the agenda of the June 4, 2024, Special Council Meeting be adopted as presented.

Amendment to the Motion:

Moved By: Councillor Cunliffe

Seconded By: Councillor Abbott

THAT the agenda of the June 4, 2024, Special Council Meeting be adopted with amendment to move Item 4.A. Mayor: LGMA Responsible Conduct Recommended Program into the Closed Session under section 90 (1) (c) and (g) of the *Community Charter*.

CARRIED

(Mayor Berry opposed)

Amendment to the Motion:

Moved By: Councillor Abbott

Seconded By: Councillor Cunliffe

THAT a discussion on resourcing the Emergency Planning Committee and appointing a new member to the Climate Action Committee be added to the agenda of the June 4, 2024, Special Closed Council Meeting.

CARRIED

Moved By: Councillor Broughton

Seconded By: Councillor Abbott

THAT Item 4.B. Councillor Abbott: Verbal Report be considered following Item 3. Public Participation.

CARRIED

3. Public Participation

None.

4. New Business

B. Councillor Abbott: Verbal Report

Councillor Abbott reviewed recommendations from the Infrastructure Committee on the Alberta Supply Augmentation Project.

Discussion ensued regarding the importance of water security for the coming summer and cost considerations.

Moved By: Councillor Abbott

Seconded By: Councillor Reuter

THAT Council approves the Alberta Supply Augmentation Project in principle based on the recommendation of the Infrastructure Committee and the staff report dated May 31, 2024, subject to confirmation of price and consideration of Option B as presented during the June 4, 2024, Committee of the Whole Meeting.

CARRIED

5. Public Questions and Comments

None.

6. Closed Council Meeting

Proposed topics for discussion in the absence of the public:

- A. Legal
- B. Personnel

Moved By: Councillor Abbott

Seconded By: Councillor Cunliffe

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;
- (g) litigation or potential litigation affecting the municipality;

CARRIED

The Special meeting adjourned at 8:34 p.m. and readjourned at 9:40 p.m.

7. Reporting out from Closed Council Meeting

Mayor Berry reported the following:

- Item 4.A. will be further discussed in the Open Meeting
- A stipend will be provided for the Emergency Support Services Director
- Andrew Wray has been appointed to the Climate Action Committee.

4. New Business

A. Mayor: LGMA Responsible Conduct Recommended Program

Discussion ensued on whether to proceed with the program and a request that the recommendations be released to the public.

Moved By: Councillor Broughton

*Seconded By: Councillor ****

THAT Council instructs the Chief Administrative Officer (CAO) to implement a “Three-Pronged Approach to Governance and Best Practices” as recommended by our CAO and the LGMA.

THAT the “Three-Pronged Approach” utilizes the “Provincial Advisors” and the “Inspector of Municipalities” recommendations.

THAT Council will accept the LGMA Expert’s recommendations as “Binding” and instruct the CAO to implement the recommendations.

WITHDRAWN

Moved By: Councillor Cunliffe
Seconded By: Councillor Broughton

THAT Council votes on the three parts of the above motion separately.

CARRIED

Moved By: Councillor Cunliffe
Seconded By: Councillor Broughton

THAT Council instructs the Chief Administrative Officer (CAO) to implement a “Three-Pronged Approach to Governance and Best Practices” as recommended by our CAO and the LGMA.

CARRIED

(Councillors Abbott and Reuter opposed)

Moved By: Councillor Broughton
Seconded By: Councillor Cunliffe

THAT the “Three-Pronged Approach” utilizes the “Provincial Advisors” and the “Inspector of Municipalities” recommendations.

CARRIED

(Councillors Abbott and Reuter opposed)

Moved By: Councillor Broughton
Seconded By: Mayor Berry

THAT Council will accept the LGMA Expert’s recommendations as “Binding” and instruct the CAO to implement the recommendations.

Amendment to the Motion:

Moved By: Councillor Broughton
Seconded By: Councillor Cunliffe

THAT the LGMA Expert’s recommendations be brought to Council for consideration for implementation.

CARRIED
(Councillors Abbott and Reuter opposed)

Amendment to the Motion:

Moved By: Mayor Berry
Seconded By: Councillor Broughton

THAT the LGMA Expert’s recommendations be brought to Council for consideration for implementation and the recommendations be reported out to the public.

CARRIED
(Councillors Abbott and Reuter opposed)

8. Adjournment

Moved By: Councillor Cunliffe
Seconded By: Councillor Broughton

THAT the June 4, 2024, Special Council Meeting for the Village of Lions Bay be adjourned.

CARRIED

The Special meeting adjourned at 10:07 p.m.

Mayor

CAO

Date Adopted by Council:	
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Schedule 9A: Open Council Meeting

Village of Lions Bay Follow-up Action Item List				
Action No.	Date	Item/Action/Description	Person	Status
297	Sept 19 2023	Cost-benefit analysis on document storage options	CAO, Ross Blackwell	In Progress
298	Sept 19 2023	Call an EPC Meeting	CAO, Ross Blackwell	In Progress
305	Oct 17 2023	Obtain LBBP Committee file copies	DO, Karl Buhr	On-Going
307	Oct 17 2023	Provide Preliminary guidelines on public participation and correspondence response/from Action item 294: Research best practices for Correspondence and Communication Policies. 1401, 1405, 1704, and 1705	CAO, Ross Blackwell	On-Going
310	Nov 7 2023	® re-scope the Connector Project and bring back to Council	Mayors task force	On-Going
311	Nov 7 2023	® proceed with wayfinding signage project, subject to community input	Mayors task force	On-Going
312	Nov 7 2023	BC Nature Municipal Protected Areas Project	Staff	On-Going
314	Nov 21 2023	LBBP Project update	CAO, Ross Blackwell	On-Going
315	Feb 20 2024	Firefighting Water Reserve Policy refer to the Infrastructure Committee.	DO, Karl Buhr	On-Going
316	Feb 20 2024	Water Shortage policy - review at next meeting	DO, Karl Buhr	On-Going
317	21-May-24	provide Council with the December 4th, 2023, SVT Consultation letter he received from the Province and any responses provided.	Mayor Berry	On-Going



STAFF REPORT

DATE: June 10, 2024 **FILE:** 240618
TO: Ross Blackwell, MAP, MCIP, RPP, CAO
FROM: Joseph Chirkoff
RE: Alberta Supply Augmentation Project

RECOMMENDED RESOLUTION:

THAT Council approve financing for the Alberta Supply Augmentation Project (ASAP), as described by the Director of Operations in the report dated May 31, 2024, by drawing on the Infrastructure Levy Reserve Fund.

BACKGROUND:

The Director of Operations prepared a report dated May 31, 2024 (ASAP Report) recommending that ASAP be approved by Council. This report was presented to the Committee of the Whole on June 4, 2024.

ASAP contemplates a plan to utilize currently untapped water from Alberta Creek. The ASAP Report is attached to this as Appendix "A".

The ASAP report detailed a proposal by Carollo Engineers to execute the project with estimated cost of \$721,000 and discussed three funding alternatives:

- (1) Draw on the Capital Expenditures Reserve Fund;
- (2) Draw on the Infrastructure Levy Reserve Fund; and
- (3) Debt financing.

DISCUSSION:

ASAP was not contemplated in the 5 year plan approved by Council. This staff report outlines potential funding sources for the project.

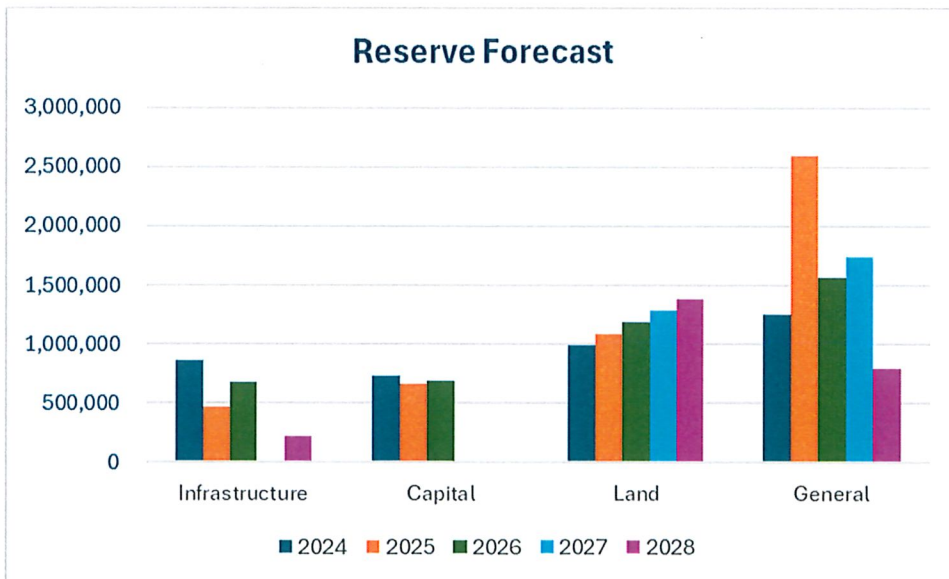
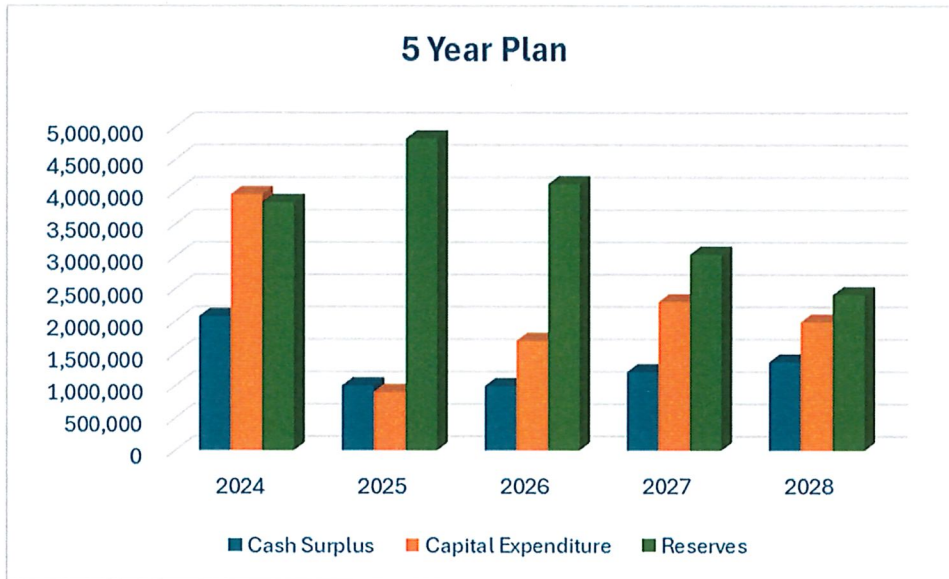
Staff contacted the MFA to ascertain if funding was still available pursuant to the Infrastructure Master Plan Financing Loan Authorization Bylaw No. 508, 2016. Bylaw 508 authorized lending up to \$3,000,000, and the Village has drawn \$1,060,900.

The MFA advised that access to this loan expired after five years in 2021 and as such, a new bylaw and application for borrowing would be required to access funding. MFA staff advised this process would take at least six months. Accordingly, financing through debt is not considered an option as ASAP is very time sensitive in order for the project to be completed before potential drought conditions expected in August of this year.



The MFA did advise that the Village could apply for the loan and use the proceeds to replenish reserves drawn upon in order to fund ASAP.

The following charts summarize our 5 year plan, capital expenditures and forecasted reserves:





As borrowing is not considered an option in the short term, it is the recommendation of Staff that ASAP be financed by drawing from existing reserves. Council may consider borrowing from the MFA, increasing taxation, or delaying other projects in order to replenish reserves.

The Capital Expenditures Reserve Fund requires that monies in the reserve fund shall only be used for: (a) expenditures for, or in respect of, capital projects and any land, machinery or equipment necessary therefor, including the extension or renewal of existing capital projects; and (b) the purchase of machinery and equipment for the maintenance of municipal property and for the protection of persons and property.

Previous appropriations from the Capital Expenditures Reserve Fund occurred in 2007 through bylaw 396 in order to upgrade water supply mains and in 2008 through bylaw 405 in order to purchase a fire truck.

The Capital Expenditures Reserve Fund is forecasted to contain a balance of \$731,000 at December 31, 2024. Drawing from the Capital Expenditures Reserve Fund to finance the ASAP project would effectively bring the balance to \$0 and as such would require postponement of other capital projects that are contemplated in the 5 year plan, unless the reserve was replenished through borrowing or taxation.

The Infrastructure Levy Reserve Fund is forecasted to contain a balance of \$866,000 at December 31, 2024. Drawing from the Infrastructure Levy Reserve Fund to finance the ASAP project would reduce the expected balance to \$145,000 at December 31, 2024 and as such would require postponement of other capital projects that are contemplated in the 5 year plan, unless the reserve was replenished through borrowing or taxation.

OPTIONS:

- (1) Approve the staff recommendation to finance ASAP by drawing upon the Infrastructure Levy Reserve Fund.
- (2) Provide no decision or direction.
- (3) Refer the matter to staff with specific direction.

RECOMMENDED OPTION:

The recommended option by staff is option (1), drawing upon the Infrastructure Levy Reserve Fund.



FINANCIAL CONSIDERATIONS:

Financing ASAP through the use of existing reserves will require postponement of anticipated future capital projects contemplated by the 5 year plan. There are options to address this deficiency in resources for planned capital expenditures such as:

- (a) Borrow from the MFA;
- (b) Increase taxation; or
- (c) Re-evaluate the need for specific capital projects in the 5 year plan.

LEGAL CONSIDERATIONS:

None.

Respectfully submitted,



Joseph Chirkoff
Financial Officer

Report Approved By,

Ross Blackwell, CAO
Chief Administrative Officer

Attachments:

- (1) ASAP Report



STAFF REPORT

DATE: May 31, 2024 **FILE:** C:\Users\kbuhr\Desktop\20240604 do report to council, ASAP request for decision.docx

TO: Ross Blackwell MAP, MCIP, RPP, CAO

FROM: Karl Buhr BSE, Dir. Operations

RE: REQUEST FOR DECISION: APPROVAL OF THE ALBERTA SUPPLY AUGMENTATION PROJECT

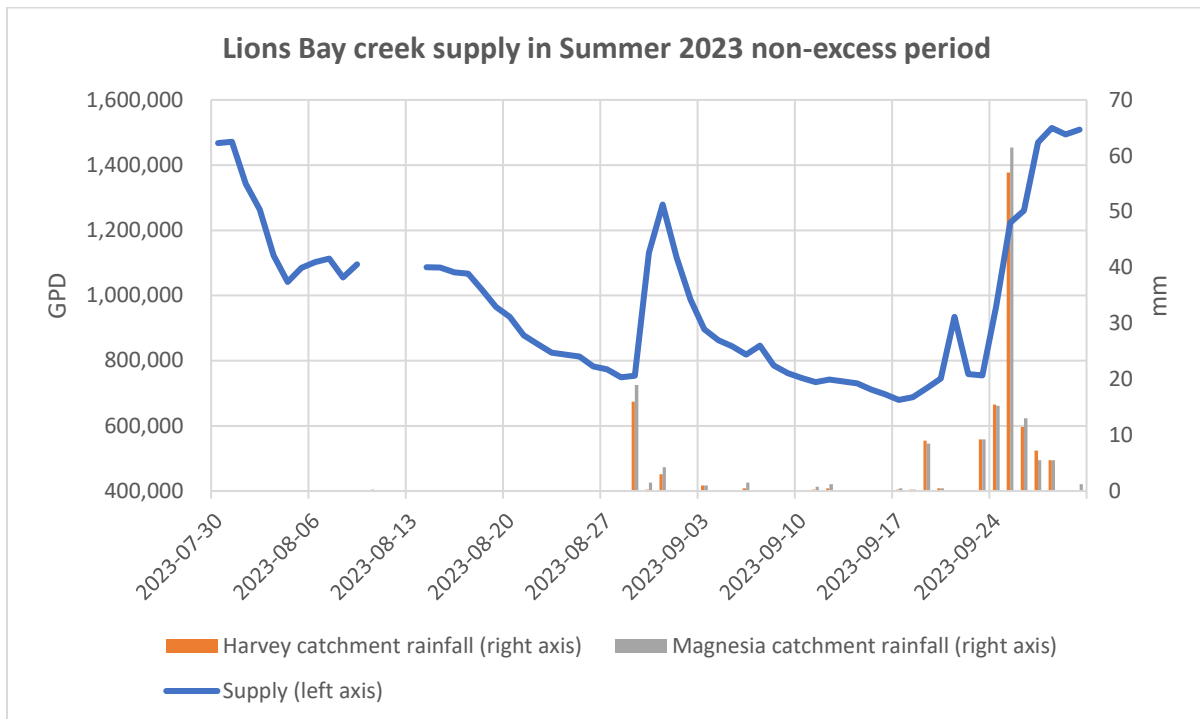
RECOMMENDATION:

THAT Council approve the Alberta Supply Augmentation Project (ASAP) as outlined in this report.

BACKGROUND:

The municipality is anticipating and planning for unprecedented low water supply this summer. With snowpack already exceptionally low, we will be relying solely on groundwater and rainwater flows into the creeks earlier than usual.

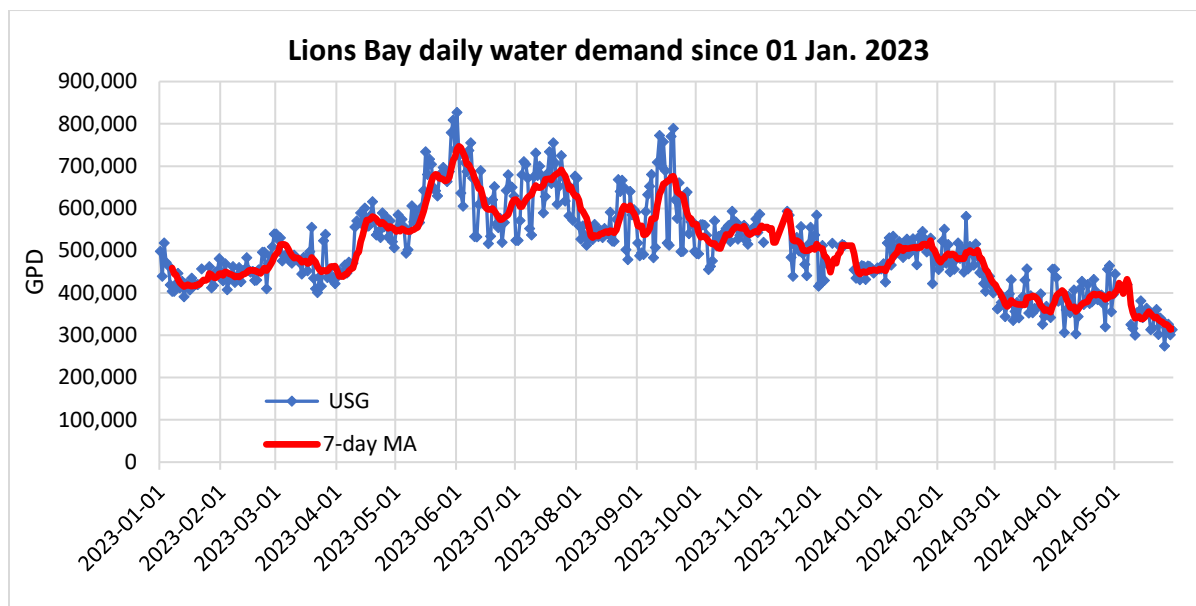
Until the advent of direct measurement of creek supply late last year, historical creek supply data are more qualitative than quantitative, but using that data, last year we reached groundwater-only supply on August 17, which decayed thereafter with two fortuitous rain events keeping us out of Level 3 conservation the entire non-excess supply period (in which creek flowrate is under the input capacity of the plant):





We currently assume the groundwater column is fully replenished every year (in the absence of results from the UBC hydrology study, we have engaged our own hydrologist to confirm this assumption, and lay out its implications). If such is the case, groundwater flows starting on Day 0 this year will be the same as last year. The unknown is Day 0, which depends on when groundwater was last fully replenished.

Hydrology beside, all indications are that if there was ever going to be a summer when the timing and amount of snowmelt and rainfall reaching our two creeks’ intakes was going to be inadequate, it might be this summer. Against that possibility, Public Works has since September been reducing water demand by seeking out private and public leaks. Addressing several more known leaks in the coming weeks will reach an arbitrary target of 300,000 gallons per day of *demand* (under Level 3 outdoor use conservation):



As to increasing *supply*, as has been previously reported to Council there are two options available before mid-August¹:

1. Magnesia Creek has never been fully tapped, even in lean years, due to a flow limit imposed at the treatment plant to allow adequate chlorine contact time. To allow increased use of Magnesia supply while still providing required contact time, upsizing the Magnesia tank and/or installing a serpentine baffle were considered by our consulting engineers. Both approaches proved unnecessary once it was determined that the so-called baffle factor provided by the tank’s existing layout allows for substantially more throughput than previously believed. Therefore, on May 23, 80 more residential users were added to the 110 usually served by the Magnesia Plant, so far with good chlorine residuals to end of the network. A few regulator questions remain before their expected acceptance. Balancing

¹ As a reminder, identified long term options are shallow or deep wells, a peak-shaving or full use pipeline to the GVWD water system, and a peak-shaving or full use desalination plant.



demand between the Magnesia and Harvey Plants will be closely monitored as supply becomes constrained into summer.

2. The Alberta Supply Augmentation Project (ASAP), a plan to utilise currently untapped water from Alberta Creek, presented here for Council's consideration.

DISCUSSION:

1. SUPPLY. A timed bucket test at the abandoned intake works on Alberta Creek on July 28, 2023 gave a flowrate of approx. 55 GPM or 79,000 GPD. That is unfortunately the only quantitative measure taken on Alberta in 20 years, but anecdotal observation is that Alberta flows well throughout the summer, possibly because it is spring fed. For the purposes of this project, it is assumed that Alberta Creek can supply at least 50,000 GPD of new water in mid-August.

Four quarterly tests in 2017, and monthly tests commencing December 2023, show only trace levels of arsenic, which can be an issue with subterranean-source water.

2. DESIGNS. Starting in February, Carollo Engineers have considered multiple options to utilise Alberta Creek seasonally against criteria such as being operational by August 15, costing no more than \$1 mil., having minimal environmental footprint, being located on municipal land only, and more. A feasible permanent design accommodating a range of supply volumes and suitable for seasonal operation by existing staff, has settled on the following.
 - a. INTAKE. A construction contractor would install a small concrete weir (clad with local field rock in future years), and replace existing grates and piping to gravity-fill a new plastic buffer tank situated on the base of the to-be-demolished abandoned Phase V tank². This year the tank will fill continuously, overflowing into an existing ditch back to the creek; in future years, the old Phase V Tank altitude valve could be repurposed to stop flow when the tank is full.
 - b. POWER. To the consulting engineers' subcontracted electrical engineer's design, an electrical contractor would utilise suitable BC Hydro service now available at the Upper Bayview PRV kiosk to run control cable and power to site using a combination of pole line, direct-bury trench and conduit and pull boxes.
 - c. PUMP STATION. To the electrical engineer's design, a mechanical contractor would reconfigure the SCADA panel in the PRV kiosk to control a 5 HP electric pump on the outlet of the new tank. Future years could see installation of a spare standby pump.
 - d. PIPELINE. Surveyors subcontracted to the consulting engineers this week marked a LIDAR-designated route for 820 meters of 3" HDPE pipeline running over municipal

² Public Works would take advantage of the contractor having machinery on site to execute two longstanding unrelated projects nearby: clearing the Upper Bayview Creek diversion channel and replacing its two culverts, and demolishing the abandoned nearby Phase IV Tank.



land all designated Park, from the pump station location to the Harvey Treatment Plant. The construction contractor would weld 40-foot lengths of 3" HDPE pipe at each end of the run, and winch the pipeline along the route to meet in the middle, joining sections with couplings. The existing self-supporting insulated watermain crossing of Harvey Creek is not suitable to carry the pipeline, so it would cross Harvey Creek via a suspension cable installed by a rigging subcontractor.

- e. TIE-IN TO HARVEY PLANT. The mechanical contractor would install sensors, valving, drains, blowoffs and piping to connect the pipeline to the low pressure output of the plant inlet PRV for delivery to treatment.

FINANCIAL CONSIDERATIONS:

The consulting engineers' design consideration and Class B cost estimate of \$721,000 is appended to this report. The FO provides the following input on funding this cost.

- The Capital Expenditures Reserve Fund Establishment Bylaw allows for "expenditures for, or in respect of, any capital projects and any land, machinery or equipment necessary therefor, including the extension or renewal of existing capital works." This fund contains \$731,000 as of last year.
- The Infrastructure Levy reserve fund contains approximately \$866,000.
- An alternative is debt financing. The referendum-approved Infrastructure Master Plan Financing Loan Authorization Bylaw provides for borrowing up to \$3,000,000 for the purpose of safety and security of water and stormwater distribution network and water storage systems. Total borrowing under this bylaw is \$1,060,900, leaving \$1,931,100 available to draw on. Cash reserves could be used to fund project cashflow while loan authorization and funding took place.

PROCUREMENT CONSIDERATIONS:

Procurement will adhere to the New West Partnership Trade Agreement between British Columbia, Alberta, Saskatchewan and Manitoba, and our own procurement policy.

LEGAL CONSIDERATIONS:

- Regulator Vancouver Coastal Health has provided conceptual acceptance of the project given the emergent pressing need.
- It is assumed but will be checked with legal counsel that the municipality has the right to construct works within the municipal boundary on publicly owned land designated Park with no easements required.
- The Alberta Creek water license (see attachments) was presciently never dropped by the municipality.
- The only environmental consideration envisaged is that minimal raw water from the Alberta catchment will enter the Harvey catchment when the pipeline is drained at its low point for the winter. If Ministries object a procedure could be implemented to capture the water. Depending where it happened, Alberta water *might* enter another creek's catchment in the unlikely event the pipe leaked. Automated system shut down will minimise volumes but



again, appropriate ministries will be consulted, and this aspect is not seen to be a project-killer.

STRATEGIC CONSIDERATIONS

1. Is this project necessary? Staff's advice is that is is:
 - a. Based on years of records and observation, there is a reasonable doubt that existing water sources will keep up this year. The risk of running out of water is unacceptably high. This project is a prudent response.
 - b. This project would future-proof us against supply constraints envisaged by Metro's Long Range Climate Projections
 - c. Adding a third water catchment would keep drinking water flowing in the event of a forest fire in either the Harvey or Magnesia catchments.
2. Can it be done in time? Yes, if the Go is within a week of presentation of this report. Lead times on pump, motor, SCADA components and HDPE pipe are tight. Contractors also need lead time to clear their schedules in the peak job period.
3. How certain are cost estimates? Conservative, with 15 percent contingency on construction, and 10 percent contingency on indirect costs.
4. What can go wrong? The pipeline is on the project critical path: if it proves more difficult than envisaged by a competent advisory contractor, the timeline will slip. Although the delivery target is August 15, the project will still be of use even if delivered up to four weeks late. Project management is by the engineers, overseen seven days a week on-site by the PWM personally.

OPTIONS ARISING FROM THIS REPORT

- (1) Resolve as recommended at a Special Council meeting occurring within 2 days of presentation of this recommendation at the Committee of the Whole Council meeting on June 4, to allow the project to kick off on Friday, June 7.
- (2) Other courses of action would almost certainly jeopardise the project timeline.

Respectfully submitted,

Report Approved By,

Karl Buhr
Director Operations

Ross Blackwell, CAO
Chief Administrative Officer

Attachments:

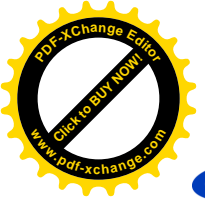
- (1) Alberta Creek water license extract
- (2) Carollo Engineers collateral



Water Licence record (pulled 15 April 2024)

Licence Number	C042330
Licence Type	Surface water
Licence Status	Current
Priority Date	1969-09-25 0:00
Status Date	1991-05-23
File Number	290371
Client Name	Village of Lions Bay
Client Number	21766
Client Address	PO BOX 141, 400 CENTRE RD, LIONS BAY BC V0N 2E0
Purpose Use	Waterworks: Local Provider
Quantity	82966.1425*
Units	m3/year
Rediversion	No
Quantity Flag	T
Watershed	SQAM - Squamish Watershed Group
Appurtenancy	ALL THE LANDS WITHIN THE BDYS OF
Points Code	PD60190
Source Name	Alberta Creek
Water User Community Name	
Water District Name	Vancouver
Precinct	North Vancouver
Parcel Identifier	
PCL Number	9446

*21,917,336 USG or 18,250,000 iG per year



May 31, 2024

Karl Buhr, BS Eng, Director of Operations (Public Works Manager)
 Village of Lions Bay
 PO Box 141, 400 Centre Road
 Lions Bay, BC V0N 2E0

Subject: Updated Engineering Cost Estimate for Lions Bay Temporary Water Supply Project

Dear Karl:

Please find the enclosed letter for Carollo Engineers Canada Ltd.'s (Carollo) updated engineering cost estimate for the Temporary Water Supply Project for the Village of Lion's Bay (VLB).

Background

Carollo was engaged by the VLB in early 2024, initially for the Highway Tank Replacement project, which led to further discussions for ongoing critical projects in the VLB. Additional projects included the Magnesia Intake Investigation/Repair project, as well as the Temporary Water Supply Support project. Very soon, it was determined that the Temporary Water Supply Support project would need to take priority over the first two projects, with a focus to have a temporary water supply pipeline designed and constructed from Alberta Creek to Harvey Creek operational before August as a crucial target.

Budgets for the three projects were agreed on as follows:

Table 1 Engineering Budgets for VLB projects to date

ID	Project	Budget
1	Highway Tank Replacement	\$43,735
2	Magnesia Intake Investigation/Repair	\$5,000
3	Temporary Water Supply Support	\$40,000
	Total	\$88,735

The VLB initially provided Carollo with a budget of \$40,000 to start work on the Temporary Water Supply Support project immediately. Initial crucial work up to May 1, 2024, which was completed, included a site visit, client meetings, Magnesia Tank CT calculations and draft memorandum, preliminary pump and watermain sizing calculations and pump motor sizing, pipe material selection, route alignment sketches, hydraulic schematic, and contacting sub-consultants for quotes and vendors for costs.

Over the last 3 weeks, the project team has made additional progress, including the preparation of a concept and preliminary designs for pumping and tie-in details, the engagement of sub-consultants including Bunbury (survey), PBX (electrical) and WSI (mechanical), and the engagement of and discussions with likely civil and electrical contractors (Koba Excavating and Corporate Electrical/Truline, respectively). To this end, the VLB has been kept abreast of budgetary implications for the engineering design, where the original budget of \$40,000 would need to be expanded.





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Updated Scope of Work

As of May 1, the remaining scope of work was identified as follows:

- Design Services
 - » General Project Management
 - » Client Meetings
 - » Site Visit (incl. for Structural Engineer and additional visit with Civil and Electrical Contractor)
 - » Survey
 - » Recommendations for Site Fencing and Project Signage
 - » Engineering Design (including Civil, Structural, Electrical, and Mechanical)
 - Alberta Creek Intake: It is assumed that the VLB will carry out its own efforts to field fit a temporary weir at the Alberta intake, review usage of existing intake box and screens (replaced to 1-inch, or as required), and pipes down to the plateau area/opening area. Carollo to provide design services off of a 6" pipeline which is currently connected to the decommissioned 20,000 gal Phase V Tank. VLB to confirm the connection point for the raw water at the plateau area, with Carollo to design all further items downstream.
 - Raw Water Storage Tank: A 10,000 gal storage tank to be procured for the project, including:
 - Concrete pad
 - A new concrete pad shall be design and tank installed atop. (No geotechnical information is available on site and structural engineering will have to make conservative assumptions on available soil bearing pressure)
 - design of the incoming and outgoing connections to the tank.
 - design for overflow.
 - design for flushing sediments from the bottom of the tank.
 - Pump Station:
 - A pump kiosk including:
 - Concrete pad (No geotechnical information is available on site and structural engineering will have to make conservative assumptions on available soil bearing pressure)
 - Pump intake screen or Basket Strainer to remove sediments sized less than 1"
 - Metal enclosure with intrusion alarm
 - Upstream and downstream pressure transmitters
 - Upstream and downstream isolation valves and pressure relief valve
 - Downstream Check valve
 - The pump selected should be with flat pump curve to accommodate wide flow rate regime at similar discharge heads, and/or a 10,000 gal buffer tank installation upstream of the pump kiosk to minimize pump start/stop cycles
 - SCADA connectivity
 - Electrical supply options (trenched or above ground poles)



- Overland Pipeline:
 - Design including instructions for fusing joints and victaulic couplings.
 - Details for road crossings
 - Harvey Creek Crossing
 - Design for securing and protecting temporary watermain (e.g. calculations for steel cable support/suspension, and deflection)
 - Victaulic Couplings and Blowdown Valve
 - Tie-in connection to the bypass PRV from Harvey Creek, including a local air valve and a flow meter placed inside the chamber.
- » Coordination with Civil and Electrical Contractors
- » Cost Estimate (Class B)
- » IFC Design Drawings (w/ drawing notes in lieu of technical specifications)
- Construction, Commissioning and Close-Out Services
 - » Site Kickoff Meeting by WSP
 - » Coordination with Civil and Electrical Contractors and Scheduling
 - » Engineering Support (incl. shop drawing/product review)
 - » EOR Site Visits, Reviews, and Commissioning Attendance (6 visits assumed, 3 visits by civil engineer for general review, 2 visits for structural engineer for reservoir concrete pad construction and Harvey creek crossing installation, and 1 visit by civil engineer for commissioning)
 - » Record Drawings and Project Closure Reporting

Updated Budget Estimate

Budget spent to May 1, 2024, was \$10,499. Work completed to May 1 is as noted in the previous page. The following provides a breakdown of the project budget spent to date (as of May 1) and associated remaining required task budgets after May 1, 2024, and after receipt of sub-consultant quotes to project completion.

Table 2 Updated Engineering Estimate for Temporary Water Supply Support Project

Task	Total Budget
<i>Detailed Design</i>	
Work to May 1, 2024	\$10,499
General Project Management, Client Meetings, Site Visit	\$17,476
Survey	\$15,666
Engineering Design (including Civil, Structural, Electrical, and Mechanical) and IFC Design Drawings	\$50,397
Cost Estimate	\$7,542
Coordination with Civil and Electrical Contractors	\$2,225
Sub-Total Detailed Design	\$103,805





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Task	Total Budget
<i>Construction, Commissioning and Close-Out Services</i>	
Site Kickoff Meeting	\$2,709
Coordination with Civil and Electrical Contractors	\$2,428
Engineering Support	\$16,410
EOR Site Visits	\$8,305
Record Drawings and Reporting	\$9,045
Sub-Total Construction, Commissioning and Close-Out Services	\$38,897
TOTAL PROJECT	\$142,702

Revision to Original Budget

We would request the revision of the Temporary Water Supply Support budget from \$40,000 to \$142,702, an increase of \$102,702.

Table 3 Engineering Budgets for VLB projects to date

Project	Original Budget	Revised Budget	Requested Additional Amount
Highway Tank Replacement	\$43,735	\$43,735	\$0
Magnesia Intake Investigation/Repair	\$5,000	\$5,000	\$0
Temporary Water Supply Support	\$40,000	\$142,702	\$102,702
Total	\$88,735	\$191,437	\$102,702

Closure

We trust this letter meets with your expectations. Please do contact the undersigned if you have any questions on the above.

Sincerely,
 CAROLLO ENGINEERS CANADA, LTD.

Trevor Dykstra, P.Eng., PE., PMP
 Associate Vice President

Author Initials: cl/td

Enclosures: Engineering Fee Spreadsheet

cc: Donovan Klassen, Clive Leung – Carollo Engineers



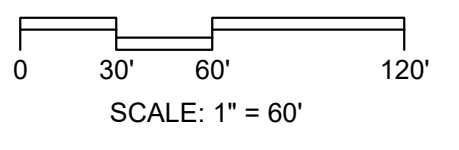
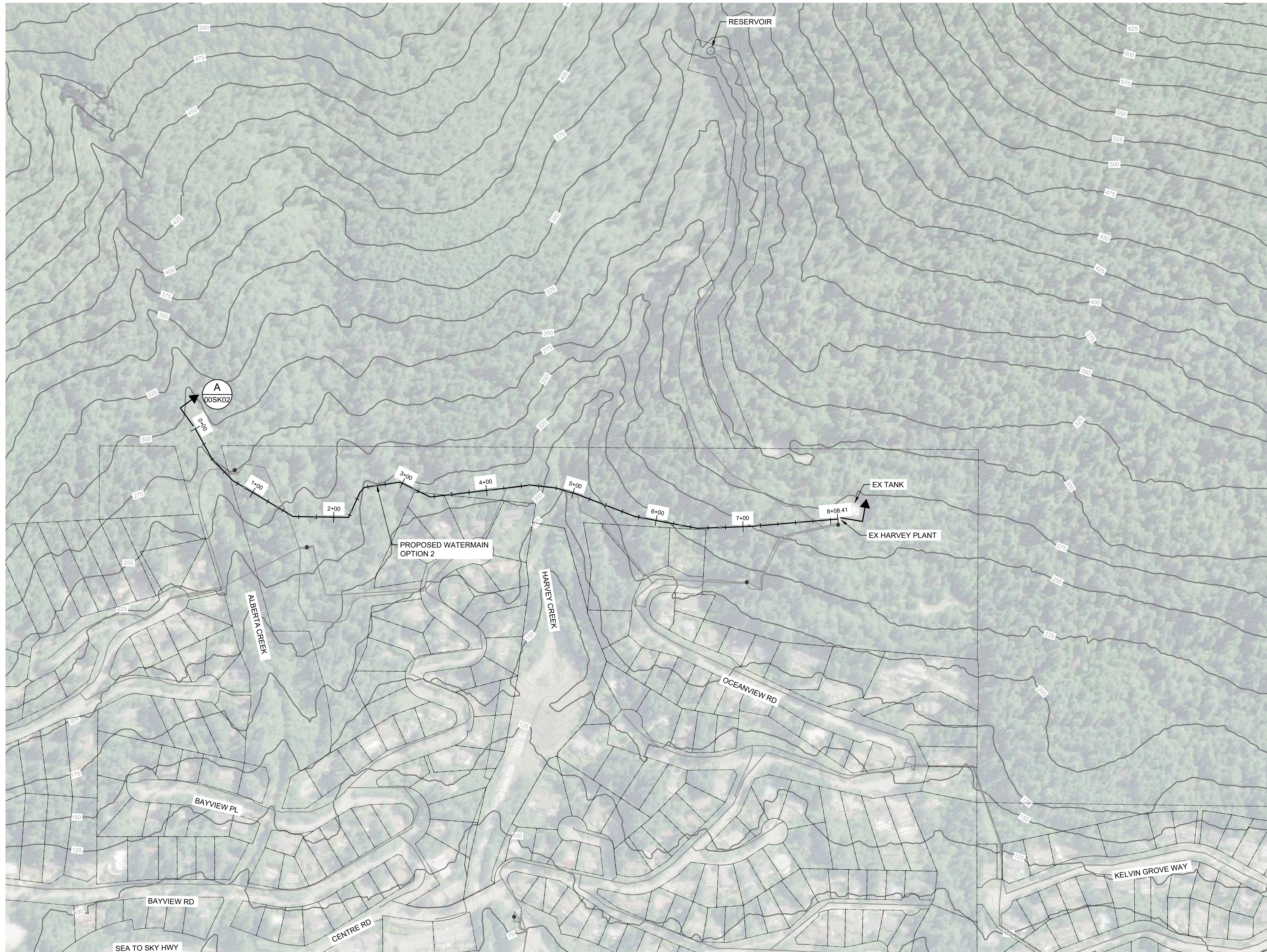


Task Fee Breakdown		Carollo	Carollo	Carollo	Carollo	Carollo	Carollo	Carollo	Total Hours	Total Labour Cost	Subconsul	Subconsul	Subconsul	Total Subconsultant Cost	Disbursements	Total Fees
Task	Personnel	Category	Category	Category	Category	Category	Category	Category			Sub 1	Sub 2	Sub 3			
	Hourly Rates	Trevor Dykstra	Donovan Klassen Project Manager	Clive Leung Senior Engineer	Mike Dadik Senior Structural Engineer	Setare Seyedain Structural Engineer	Jose Jabla CAD	Karan Patel Student			PBX	Bunbury	WSI			
Location Category	Category	Eng SS	Eng PP	Eng SP	US Eng 7	Eng PP	Tech	Support								
		\$255	\$160	\$208	\$293	\$160	\$145	\$100	0	\$0				\$0	\$0	\$0
Detailed Design Services																
	Work complete as of May 1, 2024								0	\$10,499				\$0	\$0	\$10,499
	General Project Management, Client Meetings, Site Visit	4	16	28		8			56	\$10,682	\$ 5,453			\$5,453	\$1,341	\$17,476
	Survey		2	4			8		14	\$2,310		\$ 12,500		\$12,500	\$856	\$15,666
	Engineering Design, IFC Design Drawings (notes on dwgs in lieu of specs)	2	24	24	8	70	48	16	192	\$31,411	\$ 12,590		\$ 2,500	\$15,090	\$3,896	\$50,397
	Cost Estimate	1	4	12				12	29	\$4,588	\$ 2,376			\$2,376	\$578	\$7,542
	Coordination with Civil and Electrical Contractors	1	2	6				2	11	\$2,023				\$0	\$202	\$2,225
	SUB-TOTAL DETAILED DESIGN SERVICES	8	48	74	8	78	56	30	302	\$61,514	\$20,419	\$12,500	\$2,500	\$35,419	\$6,873	\$103,805
Construction Services, Commissioning and Close-Out Services																
	Site Kickoff Meeting	1	6	6					13	\$2,463				\$0	\$246	\$2,709
	Coordination with Civil and Electrical Contractors		6	6					12	\$2,207				\$0	\$221	\$2,428
	Engineering Support	1	10	6	2	8		8	35	\$5,763	\$ 6,091		\$ 3,500	\$9,591	\$1,056	\$16,410
	EOR Site Visits			24		16			40	\$7,550				\$0	\$755	\$8,305
	Record Drawings and Reporting	1	8	8		2	16	4	39	\$6,233	\$ 989		\$ 1,000	\$1,989	\$822	\$9,045
	SUB-TOTAL CONSTRUCTION, COMMISSIONING AND CLOSE-OUT SERVICES	3	30	50	2	26	16	12	139	\$24,217	\$7,080	\$0	\$4,500	\$11,580	\$3,100	\$38,897
	TOTAL	11	78	124	10	104	72	42	441	\$85,731	\$27,499	\$12,500	\$7,000	\$46,999	\$9,973	\$142,702

GST (5%):	\$7,135
Total Price:	\$149,837

Class B Cost Estimate - Summary		May, 2024
	Direct Costs	Total Cost
1	GENERAL & SITE PREP	\$43,800
2	EARTHWORKS	\$3,600
3	CIVIL	\$145,418
4	MECHANICAL	\$47,143
5	STRUCTURAL	\$21,974
6	ARCHITECTURAL	\$-
7	LANDSCAPING AND SITE FEATURES	\$-
8	ELECTRICAL, INSTRUMENTATION, CONTROLS (EIC)	\$228,616
Direct Costs:		\$ 490,551
Construction Contingency ~ 15% of Direct Costs		\$ 73,583
Total Direct Costs (with contingency)		\$ 564,134
ENGINEERING COSTS		\$ 142,702
CONTRACTOR'S TEMPORARY CONSTRUCTION SERVICES & FACILITIES (2%)		Included in direct cost
OFF-HOUR SECURITY		\$ -
GEOTECHNICAL INVESTIGATION		\$ -
QUALITY CONTROL AND TESTING - allowance		\$ -
ENVIRONMENTAL OR LEGISLATIVE PERMITS - (0.7% of construction costs)		\$ -
OWNER'S CONSTRUCTION OVERHEAD COSTS		Not included
CONSTRUCTION INSURANCE		Not included
Total Indirect Costs		\$ 142,702
Contingency ~ 10% of Indirect Costs		\$ 14,270
Total Indirect Costs (with contingency)		\$ 156,972
Escalation		Not included
Total costs as of 2024 (\$CDN)		\$ 721,106

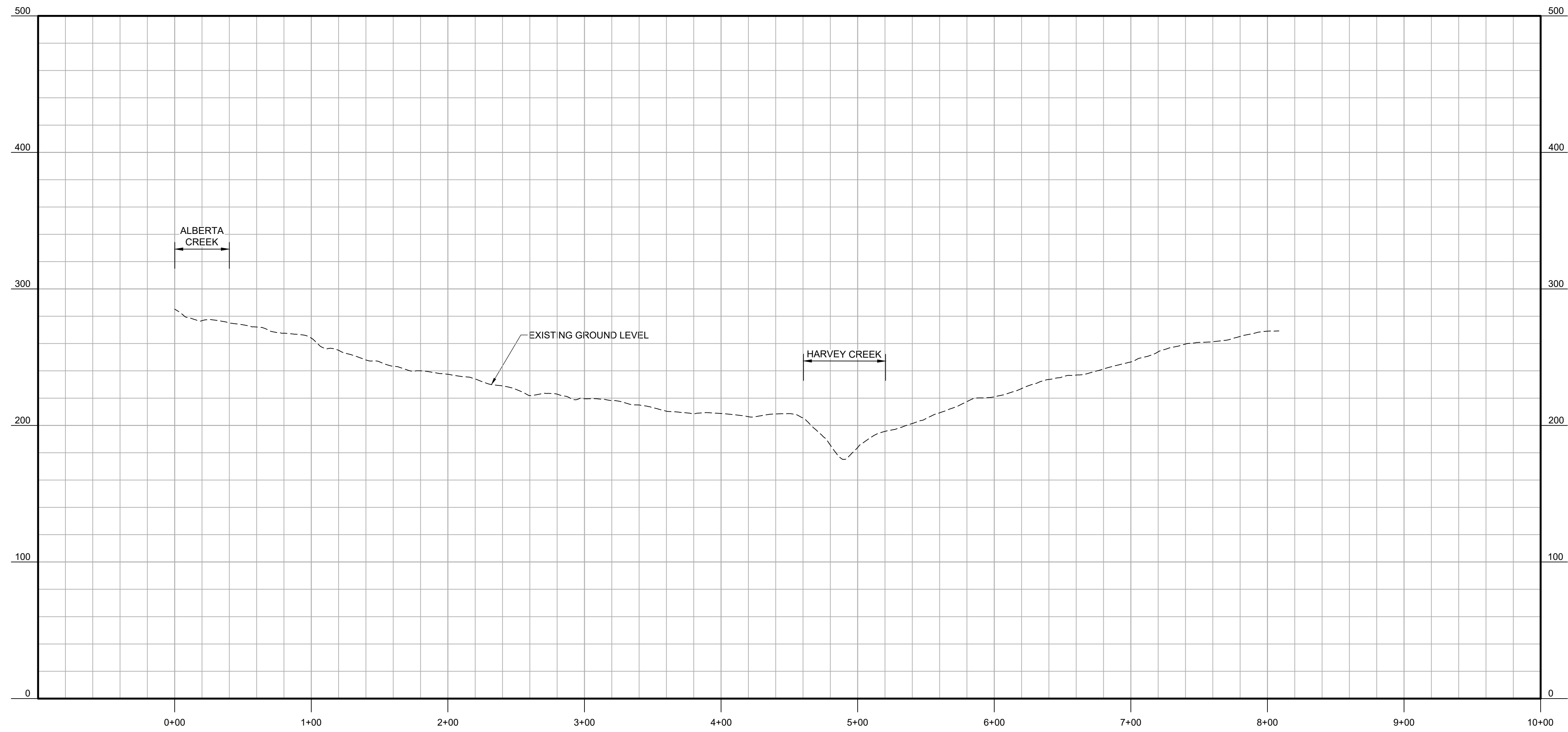
General Notes:
 The construction cost estimate is based on measured quantities from the design drawings, unit prices based on a combination of pricing based on works of a similar nature, contractor quotes, and estimates of labour, material, and equipment costs including contractor overhead and markups.
 Costs exclude considerations/items such as GST, deviation of existing unknown services or extraordinary conditions.



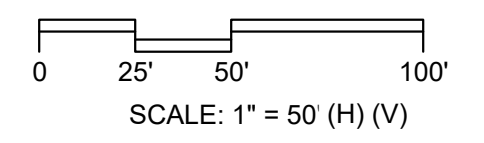
SITE PLAN
PLAN
 FILE: 00SK01

SITE PLAN - OPTION 2
 VILLAGE OF LIONS BAY





A PROFILE
 00SK01 FILE: 00SK02



PROFILE - OPTION 2
 VILLAGE OF LIONS BAY





CLIMATE ACTION COMMITTEE MEETING

HELD ON THURSDAY, APRIL 22, 2024, AT 7:00PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY BC V0N 2E0

MINUTES

In Attendance: Councillor Neville Abbott
Committee Member John Robb
Committee Member Greg Weary
Committee Member Norm Barmeier

Absent with regret: Councillor Marcus Reuter
Committee Member Clara George

Staff: N/A

1. Call to Order

Chair Abbott called the meeting to order at 7:12 pm.

2. Approval of the Agenda

Moved/Seconded

THAT the agenda of April 22, 2024, Climate Action Committee be adopted as presented:

CARRIED

3. Public Questions & Comments

None

4. Approval of Minutes

A. Climate Action Committee Meeting Minutes – April 4, 2024

Moved/Seconded

THAT the Climate Action Committee Meeting Minutes of April 4, 2024, be adopted as presented:

CARRIED

5. Business Arising from the Minutes

Bird friendly attendance discussed.

LGCAP money for Fire Fighter tool electrification

What should we be doing to spend LGCAP funds by March 2025? It was suggested we do fire place, heat pump, and envelope upgrade; so we should do the design work, fireplace, and window upgrade.

Action: Reach out to Stuart and Adam

Action: Develop a phased approach to spend LGCAP allocation by March 2025.

Discussion on approach ensued. Priority could be electrical upgrade study.

Discussion on electric Fire Tools ensued. Decided to park this for now or lean on the electrification clause in the Public works asset replacement policy.

6. Unfinished Business

- A. Bird Friendly added to this list.
- B. BC Buildings Step Code Requirement.

NOTES: Recent building permits have been asked to comply with step 3, and all have complied. We should update our building bylaws.

- C. Other Past CAC Initiatives stalled or yet to be resolved.

NOTES: not discussed today

- i. Climate Action Plan
NOTES: n/a
- ii. Natural Asset Inventory
NOTES: n/a
- iii. Climate Action Tool Kit
NOTES: n/a
- iv. OCP Amendment and Associated Targets
NOTES: n/a
- v. Solar Panel on Municipal Buildings
NOTES: n/a
- vi. EV Charger Initiative and Status
NOTES: n/a
- vii. Food Truck Power
NOTES: Neville looked at the drawings that suggest a 200 amp service on the pole for special events.
- viii. Beach Event Power

Minutes – Climate Action Committee Meeting – April 22, 2024

Village of Lions Bay

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NOTES: Look above.

ix. Baseline Village Data

NOTES: n/a

x. Village Actions to Date

NOTES: n/a

xi. Communication/Education

NOTES: n/a

xii. Finance/Funding

NOTES: n/a

xiii. Source Water Protection Plan

NOTES: n/a

7. New Business

A. Preparation for LGCAP Report

NOTES:

B. Next Steps on survey results – Clara George

NOTES: Survey summary provided to CAC for review and comment. Should provide some communication around survey results to the community.

SURVEY HIGHLIGHT:

Re: Waste: 63% said that Waste Management Systems were important to them.

82% take waste to a drop off center

EVs / Charging: 40% said that installing EVs was important.

31% drive and EV or PHEV, and 34% have home charging. 5% drive. A Fuel Cell EV.

Heating:

73% thought it was important to reduce oil for heating.

3% said they use oil to heat their homes.

23% use propane for cooking, 74% use electricity.

78% have an old/open fireplace, 44% have a certified wood burning one, 21% have propane fireplaces.

Water:

Minutes – Climate Action Committee Meeting – April 22, 2024

Village of Lions Bay

Page 4 of 5

97% thought it was important to protect our watershed.
77% thought enhancing climate action on Water conservation was important.
93% understand LB water restrictions and conserve water.
But - 51% have installed low flow faucets and toilets,
33% use auto water systems,
34% use rain barrels and have a means to store water.
46% would be willing to have water metered.
19% have had their water main replaced.

Gardens:

45% have a native garden

82% minimize pesticides.

C. Updates from April Council report.

NOTES: The CARIP report was not transmitted from staff to CAC yet, Neville to follow up.

NOTES: Recycling BC update, Neville to get quotes and include diversion reports in scope of service.

NOTES: BC Hydro rep not provided by staff yet.

NOTES: LGCAP spending deadlines and new funding discussed. Certain amount must be spent by March 2025, and balance by 2028.

NOTES: Water Metering discussion focused on failed motion to pass metering bylaw. Pilot zone metering study viability looks promising. The metering study should include some premise metering.

Action: Refine Committee report in light of PWM bylaw introduction, the metering study, and collaborative synergies with the IC.

8. Recommendation to Council

Councillor Abbot will present a report to council every month and include any CAC issues for discussion, not in place of a recommendation, but in addition to.

9. Correspondence

None

10. Public Questions & Comments

None

11. Adjournment

Moved/Seconded

THAT the Climate Action Committee meeting be adjourned.

CARRIED

Meeting adjourned at 8:24

Chair

Corporate Officer

Date Adopted by Committee:	
----------------------------	--

DRAFT



**INFRASTRUCTURE COMMITTEE MEETING
OF THE VILLAGE OF LIONS BAY
HELD ON THURSDAY, APRIL 18, 2024 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 – Chair
Committee Member Anthony Greville
Committee Member Hilary Monfared (via conference)

Absent with regret: Councillor Jaime Cunliffe
Committee Member Brian Ulrich

Staff:

1. Call to Order

The Chair called the Infrastructure Committee Meeting order at 18:15 pm.

2. Approval of the Agenda

Moved/Seconded

THAT the agenda of April 18, 2024, Infrastructure Committee be adopted as amended.

Amendment; to include the addition of the data from 2015 to assist in managing the anticipated 2024 source water supply shortage.

CARRIED

3. Public Questions & Comments

- A. Resident Marek Sredzki offered a comment that growth in Lions Bay is inevitable, he cited the possible demolition and development of the townhouse/commercial site, and such growth should not be hampered by a lack of water. He advocated the examination of well water as a possible raw water source to increase raw water supply to the Village.

4. Approval of Minutes

- A. Infrastructure Committee Meeting Minutes – March 21, 2024

Due to the concern regarding the lack of a quorum for some of the 21 March meeting, minutes were not presented. The issue was resolved, and the missing minutes will be available for the May meeting.

Minutes – Infrastructure Committee – March 21, 2024

Village of Lions Bay

Page 2 of 7

Moved/Seconded

No vote was taken with respect to the 15 March I.C. Meeting Minutes.

5. Business Arising from the Minutes**6. Unfinished Business**

Identifier	Description	Responsible	Status
23111	All I.C. members will be provided with a copy of the IMP and the enhanced Asset Management Plan. The document is complicated and requires a dedicated I.C. meeting to fully understand the implications for the Village.	KB/PWM	
23112	Convene a February I.C. Round Table Meeting to focus on a 10 and 20 year horizon plan to identify the new and replacement infrastructure requirements and related expenses.	NTA/All	
23113	CAO and/or Council to be asked to allow members of the I.C. to have selective access to the PW document library.	PWM	
23117	BU will review the SCADA system on behalf of the I.C. and work with the PWM to up-grade the hardware and software. A Requirements Document is anticipated at mid 2024.	BU/PWM	Partial
23121	HM to assist the PWM in preparing REQ/RFP documentation for estimate and work on water main replacement Creekview Place and for the estimate for Highview Place. HM to assist the PWM and CAO in reviewing submissions once received.	HM/PWM	
24011	ASG to approach bigger vendors regarding portable water treatment plants	ASG	
24021	Continue to work with the CAC to prepare a joint recommendation to Council with respect to both short term zone water metering and longer term universal metering.	All	
24022	Assist the PWM/PWD in any way by providing time and expertise in regards to enabling flow from Alberta Creek to be diverted into the Harvey Creek WTP to supplement our potable treated water supplies during the summer of 2024 and beyond.	All	
24041	Once the Village is in receipt of a commissioned report from Carollo Engineers Canada, regarding utilizing Alberta Creek, said report should be reviewed and a recommendation forwarded to Council as how best to proceed with the initiative.	All	
24042	KB to continue his discussions with the drilling companies to determine the full cost of finding sufficient well water	KB	

	supplies, accessing the well sites permanently, providing energy, for pumping etc., classifying the water quality, and treating the water the water if necessary (mineral contamination, GUIDI or GARP classifications).		
24043	KB to continue his discussions with the British Columbia MoE and Ministry of Health to determine the regulatory requirements and possible treatment steps that will be needed to allow any well water supplies to be added to the community water system.	KB	
24044	NTA to contact Staff to gain access to the 2015 water supply and tank fill time data and analysis and allow for joint review of improved real time data in 2024.	NTA	

23112 It was agreed the April Meeting would be to consider short and medium term infrastructure projects and the May meeting will be set aside to consider long term infrastructure requirements.

24011 ASG will attend the up-coming BCWWA Conference in Whistler and has 4 companies to approach, including Veolia, AWC, Bi Pure, and Water n’ Waste Tech.

24021 The CAC is currently penning a draft recommendation to Council which will come before the I.C. at our May meeting for review and comment.

7. New Business

A. Discussion around short-term solutions to looming water shortage.

The Village currently does not have a Public Works Manager, and there was no staff representative made available for the meeting.

It was the understanding of the Chair, the major source of water leakage within the Village is now considered to be downstream of the Highway Tank, and likely in the lower section of the Village (and not in the piping immediately below the tank). Work is still being done to confirm the exact locations, as it is suspected there could be several leaks contributing to the losses. The overall non-revenue water losses due to leakage are still being reported to be in the range of 200,000 usgpd, or 50% of overall winter water demand.

The previous PWM believed his findings are that non-revenue water losses of up to 75% of winter demand could be due to leakage, which, if true, would reduce overall consumption to the 300 l/d/p level experienced in Metro Vancouver.

It is possible, if water demand is reduced to 225,000 usgpd, or a third of 2023 demand, then with good management, potable water supply to the residents may not be

interrupted during the 2024 summer season. This will require continued vigilance in terms of leak detection and fixing, and an aggressive public education programme.

For reference, 1,400 residents × 300 l/p/d = 420,000 l/d = 110,950 usgpd. Current winter demand is close to 400,000 usgpd (with 200,000 usgpd in leakage confirmed to be below the Highway Tank).

The Summer time goal is to establish a daily water demand of 225,000 usgpd (opposite a 2023 consumption rate of 740,000 usgpd). 225,000 usgpd = 850,000 l/d which calculates out to be 600 l/d/p, or twice the Metro Vancouver average.

B. Update Water metering – Request for Council.

The I.C. confirms the most significant benefit associated with water metering is the identification, and subsequent fixing, of water leaks. When considering the above agenda item, it is essential, and somewhat obvious, that water leakage must be properly addressed – water metering is the most important part of the solution.

Water metering installation and operations program costs need to be considered, both costs, recovery through rate structure and grant opportunities be fully articulated to the community. In order for water metering to be successful in Lions Bay, the identified water leaks have to be fixed – again somewhat obvious. And this too involves costs to the residents. If the leaks are on the public side, while the costs will be incurred by the PW budget, ultimately the residents will pay. More significantly, when leaks are detected on the private side (which they will be as original infrastructure ages out past its useful life) then the residents will have to personally pay for the repairs to their property. This is perfectly reasonable, but the cost will be in the \$1,000 - \$10,000 range per occurrence (in 2024 dollars).

The I.C. supports the proposed new water by-law from a technical perspective as long as the community fully understands what is being asked. Further, the I.C. suggest the water metering should be grant funded as we believe there are other projects that also require access to limited funding. Most certainly the proposed new water by-law should be on the table for discussion within the community.

The I.C. fully endorses the current initiative to proceed with zone metering, and to expand this to include a pilot programme which will focus on the larger water consumers such as commercial, multiplex dwellings and the “large leak repeat offenders”.

C. Options for Alberta Intake.

The I.C. believes using the Alberta Creek water license flow to enhance the Harvey Creek and Magnesia Creek flows during times of low creek flow is workable. A preliminary review suggests water can flow by gravity from the Alberta Creek intake to the Harvey

Creek WTP, while the increase in head from the Alberta Creek intake to the Harvey Creek in-take in approximately 3 meters.

For the summer of 2024 the I.C. would recommend Council instructs staff to continue with an aggressive leak detection programme, when appropriate (do not “call wolf” too early) a technical based appeal to residents to conserve water, good management of the water resource, and finally , the introduction fo Alberta Creek supply into the Harvey Creek in-take as the best option for ensure a safe and continuous water supply.

Action Step – Once the Village is in receipt of a commissioned report from Carollo Engineers Canada, regarding utilizing Alberta Creek, said report should be reviewed and a recommendation forwarded to Council as how best to proceed with the initiative. See Item 24041.

D. Drilling Program – short or long-term?

There was considerable discussion surrounding the option to drill for well water, both within the Village boundaries, and immediately outside on Crown lands.

The Mayor, and one resident, have been in discussions with a mining sector drilling company and have also had contact with the MoE concerning the anticipated raw water supply shortage. Council and I.C. members were not aware of, nor have been made privy to the outcomes, of these meetings.

There was a debate over the urgency of initiating well drilling and whether any flow can be successfully introduced into our potable water system before the August/September anticipated supply shortage deadline.

All agree the mechanical requirements can be reached to drill a test well within the Village boundaries, but questions remain as to the volume of water obtained that could be pumped from one test well, the number of wells that will be needed to make any material difference to our supply, access to the well sites, electrical power and pumping requirements, especially from wells currently on Crown lands, and with the regulatory requirements that will have to be met to allow for the well water to be added to our community water supply.

Well water is clearly an option that has to be considered as it is not as vulnerable to contamination in the event there is a forest fire in our surface water watersheds. Whether or not wells can be put on line in time to meet the 2024 demand is to be determined, but regardless, wells should be properly considered as a potential raw water supply source in the medium term.

Action Step - KB to continue his discussions with the drilling companies to determine the full cost of finding sufficient well water supplies, accessing the well sites permanently, providing energy, for pumping etc., classifying the water quality, and treating the water the water if necessary (mineral contamination, GUIDI or GARP classifications). The cost to drill one test well is much different than the cost to put several wells of fully treated potable water on line. See Item 24042.

Action Step – KB to continue his discussions with the British Columbia MoE and Ministry of Health to determine the regulatory requirements and possible treatment steps that

will be needed to allow any well water supplies to be added to the community water system. See Item 24043.

- E. Learning for the 2015 experience to manage anticipated 2024 raw water supply shortage.

Discussion centred on learning from the 2015 season, when the Village experienced a similar raw water supply situation. It was recalled flow into the in-takes declined rapidly in July and early August, but at some point in mid August, this decline levelled off and remained reasonably constant until the fall rains arrived. At the time it was determined the water from the saturated ground might have supplied the Village for close to 300 days.

Having this information available to the PWM and I.C. could allow for a similar curve to be drawn in real time in 2024, and based on superior flow monitoring in the Creeks would allow the administration to properly manage our water supply.

If this enhanced water management opportunity can be combined with continued leak detection and fixing, consumer education and conservation and with Alberta Creek possibly available to supplement the Harvey Creek supply, the Village should be able to ensure continued potable water supply all summer and into the early fall.

Action Step – NTA to contact Staff to gain access to the 2015 water supply and tank fill time data and analysis and allow for joint review of improved real time data in 2024. .
 See Item 24044.

8. Public Questions & Comments

No public comments or delegation were forthcoming.

9. Adjournment

Moved/Seconded

THAT the Infrastructure Committee Meeting be adjourned.

CARRIED

The meeting adjourned at 20:17.

10. Next Meeting – May 16, 2024

The next meeting is scheduled for May 16, 2024.

Chair

Corporate Officer

Date Adopted by Committee:	
----------------------------	--

DRAFT



Type	Observations of Highway Noise Group		
Title	Meeting notes provided		
Author	Michael Broughton	Reviewed By:	Jaime Cunliffe (copied only)
Date	June 13th, 2024	Version	1.0
Issued for	June 18th, 2024 Open Session		

Recommendation:

Receipt of notes provided by Byron Montgomery for information.

Minutes from Mon June 3 Noise and Safety Commit-tea meeting.

Attendance: Sherwood, Kevin, Emilie, Byron, Clr. Michael.

Absent: Clr. Jaime, Gregan, Wes, Greg, Denise, Jeff, Ekkehard, Jeffrey, Fred, Brian

1) Quiet Pavement -

Reported: contacted Miller Cap approx 3 wks ago.

They have confirmed that the southbound lane will be done this summer.

They have secured a more reliable contractor this year.

They are waiting for a stretch of good weather.

This was supposed to occur every 10 years, it has now been close to 15.

2) Speed Enforcement -

RCMP enforcement - who will connect with RCMP on a regular (bi monthly) basis to strategize speed enforcement.

Additional large signage possible "Speed Zone Ahead".

Speed is a major component of noise.

Noted signage is lacking on southbound lane.

Possibility of a feasibility study of speed over distance. (Look into Hwy 5 study done Mar 2024).

Would MoTi be interested in collecting revenue from speed enforcement?

Asking RCMP "how can we help you?".

3) MoTi contract:

Many good elements in the contract - why has it not been administered properly?

Will MoTi hold to the elements in their contract?

Will they uphold their promises to monitor noise and safety through the Village?



Who will connect with MoTi to ask these questions and request help - will reach out to Village Staff to do this.

4) Sound barriers -

Discussion around mental health issues; can supply many studies and research in this regard. Sleep deprivation, learning disabilities, dementia.

Do our sound barriers still mitigate noise effectively? Have barriers been upgraded in the last 20 years? Ask Village Staff to get this information.

5) Action items to request from Village of Lions Bay Staff: Michael will communicate that our task force group is willing to help with these.

- a) confirm with Miller Cap that southbound lane quiet pavement will be done this summer.
- b) connect with RCMP to discuss speed enforcement and safety measures, in particular their summer plans.
- c) contact MoTi in regards to monitoring noise levels and speed through the Village and upholding their original contract.
- d) contact MoTi to ascertain if sound barriers have improved over last 2 decades.



Type	Councillor Monthly Report		
Title	Councillor Abbott Report for June 2024		
Author	Neville Abbott	Reviewed By:	
Date	June 13, 2024	Version	
Issued for	RCM June 18, 2024		

Summary

Reporting period (from previous RCM) April 16 – June 18, 2024

Meetings in this period:

- Infrastructure Committee (IC) April 18 - see minutes attached
- Infrastructure Committee (IC) May 30 - minutes to follow

- Climate Action Committee (CAC) April 22 – see minutes attached
- Climate Action Committee (CAC) May 28 – minutes to follow

Formal Committee Recommendations.

- IC - Submitted to SCM May 04
 - *"The Infrastructure Committee reviewed the Alberta Supply Augmentation Project report materials as delivered by the Director of Operations and we do not have any issues or technical concerns with the information presented. Further, we believe utilizing the Alberta Creek water license as a third source of raw water, and employing a third watershed, is the best option currently available to the Village to mitigate the effects of on-going summer low water flows in the two source creeks, and may provide some relief in the event there is a wildfire above the Village in one of the current watersheds. The I.C. recognizes the use of Alberta Creek water is consistent with the IMP, and as such the project may be eligible for debt financing under the Infrastructure Funding Referendum. The I.C. supports and endorses the Alberta Supply Augmentation Project proposal as presented."*
- CAC – to follow.

Overview of Minutes and Agenda Items Discussed

- A. Infrastructure Committee (IC) April 18. See attached approved minutes.
 - a. Staff Requests
 - i. NTA to contact Staff to gain access to the 2015 water supply and tank fill time data and analysis and allow for joint review of improved real time data in 2024.
- B. Infrastructure Committee (IC) May 30. Agenda Items discussed.
 - a. KB Verbal report on long term additional water supply

- b. KB: Verbal report update on ASAP (Alberta Supply Augmentation Project)
 - i. Refer recommendation to SCM seed above.
 - c. KB: Verbal update on Water Meters
 - d. ASG: Emergency WTP availability in the event of a wildfire in our watershed catchments
 - e. Staff Requests
 - i. The suggestion is that Council and Staff – Make contact, at the political level, with other small towns, and particularly the First Nations, to pressure the Provincial Government to purchase several portable water treatment plants of various sizes, and have them available for any community that might require one.
- C. Climate Action Committee (CAC) April 22 – see minutes attached
- D. Climate Action Committee (CAC) May 28 – Outcome of agenda Items discussed.
- i. Include diversion report in contract for mini recycling depot service provider.
 - ii. Recommend to council to do the EPA fireplace replacement towards a first step in oil furnace phase out.
 - iii. Ask for staff to provide copy of last years LGCAP report submission.
 - iv. Recommend to council not to undertake the GHD consultation, it is mismatched to the scale of our community.

Commitment Required from the Village

Council Support

- As per the report.

Access to the VU

- The regular sequence of notices will require assistance from Village Staff.

Staff time required.

As required per follow-up actions.

Committee Recommendations Updates.

None in this period.

FOLLOW UP ACTION AND COMMUNICATION – Unfinished Items

- Staff (PWM) are asked to enquire about the Ministry of Municipal Affairs, announced pilot water metering program in Budget 2024 and if LB would be considered a suitable candidate.
- Preparation for LGCAP Report – CAC member Clara George to work with staff to complete by deadline.
- Staff requested to provide previous data as per CARIP submissions for 2021-2023.
- Mini-recycling depot. CAC member Andrew Wray work with to finalize schedule and action items.
- See CAC requests from May 28 meeting, above.

Regular Council Meeting

General Correspondence:

Date Rec'd	FROM	TOPIC	Page No.
May 22 2024	Lions Bay Bird Friendly	Renewed Bird Friendly Designation	
May 29 2024	Kamloops City Council	Deputy Mayor to Represent Kamloops City Council	
May 30 2024	Lions Bay Events	Canada Day Celebration Requirements	
June 1 2024	Surrey Regional Fire Dispatch	SIT Report	
June 4 2024	Sea to Sky RCMP	RCMP Report	

Resident Correspondence:

Date Rec'd	FROM	TOPIC	Page No.
May 18 2024	Norm Barmeier	Budgeted Spending	
May 21 2024	Kim Mailey	Request to rent the Kelvin Grove Parking Lot	
June 4 2024	Norm Barmeier	Eligible Costs	
June 6 2024	Norm Barmeier	2022 Annual Report Feedback	
June 9 2024	Carla Babcock	Noise bylaw relaxation for wedding party	

From: [Lions Bay Bird Friendly](#)
To: [Agenda](#)
Subject: Fwd: Lions Bay successfully renews and advances its Bird Friendly City certification
Date: Wednesday, May 22, 2024 4:03:15 PM

You don't often get email from lionsbaybirdfriendly@gmail.com. [Learn why this is important](#)

For inclusion on the next agenda package.

----- Forwarded message -----

From: Lions Bay Bird Friendly <[REDACTED]>
Date: Wed, May 22, 2024 at 3:45 PM
Subject: Lions Bay successfully renews and advances its Bird Friendly City certification
To: <council@lionsbay.ca>, Ross Blackwell, CAO <CAO@lionsbay.ca>, Ruth Simons <[REDACTED]>, Val Morton <[REDACTED]>, uphilipsconsulting@lionsbay.ca, Karl Buhr, Public Works Manager <KBuhr@lionsbay.ca>, Marina Blagodarov <MBlagodarov@lionsbay.ca>, John Dudley <[REDACTED]>
Cc: Rod Baker <[REDACTED]>, Danielle Wills <[REDACTED]>, Arlene Halstrom <[REDACTED]>, Taryn Biggs <[REDACTED]>, Charlie Bradbury <[REDACTED]>, kc dyer <[REDACTED]>

Hello all,

Today, on World Biodiversity Day, Nature Canada announced the cities who have obtained or renewed their Bird Friendly City certification (renewal is required every 2 years).

We're thrilled to announce that, working with several community groups, councillors and staff, Lions Bay has not only successfully renewed this designation, but has advanced from Entry to Intermediate level.

Lions Bay was the first small town in Canada to earn the designation in this new category and is now the first to "level up". This is a wonderful example of how volunteers have once again led the way in line with our community's long standing and proud commitment to environmental stewardship and we thank them all.

Education is an important pillar of the program and our events and collaborations have earned very positive feedback from Nature Canada and other Bird Friendly Cities. None of these would be possible without a team effort on the part of so many enthusiastic residents. For example, almost 30 volunteers and 11 groups participated in our recent annual Bird Friendly Community Event.

The extract from Nature Canada's national [press release](#) about Lions Bay reads as follows: "*As the very first Bird Friendly Certified Town in 2022, [Bird Friendly Lions Bay](#) is a powerhouse in their village. From hosting ocean shoreline cleanups to sustainability coffee chats and starting a birder backpack program, Bird Friendly Lions Bays' renewed commitment to the Bird Friendly City Certification program demonstrates that no matter how big your municipality may be, there are always ways to make positive changes for birds. Learn more about their efforts [here](#)."*

“The Village of Lions Bay is proud to renew its certification and advance in Nature Canada’s Bird Friendly City program. Through our volunteers, the community is making a difference in protecting habitat and preserving our ecosystem.” — Ross Blackwell, Lions Bay Chief Administrative Officer

“We are thrilled that our Bird Friendly City certification has been successfully renewed! We say “it takes a village” and advancing to the Intermediate Level is indeed thanks to the collaboration of several community groups, especially the native plant garden team and Butterflyway Project, our Trailblazers, Nature Lions Bay, municipal staff, councillors and residents, who have been so supportive. Everything is connected and, by working together, we can achieve exponentially more to make a difference for our birds, their habitat and their food sources.” — Penny Nelson, Lions Bay Bird Friendly Team Lead

The national release about Lions Bay specifically is [available here](#).

Penny Nelson
Lions Bay Bird Friendly Team Lead

Lions Bay Bird Friendly City

Lions Bay is the first small town to earn Nature Canada's Bird Friendly City designation

WEB: www.lionsbaybirdfriendly.ca

FACEBOOK: www.facebook.com/groups/lionsbaybirdfriendly





May 29, 2024

BC Municipalities

Dear BC Mayors, Council and Staff

RE: Deputy Mayor to Represent Kamloops City Council

Kamloops City Council wishes to inform all representatives of the Municipal Governments of BC that Mayor Reid Hamer-Jackson is no longer authorized to speak for the will of Kamloops City Council or the corporation of the City of Kamloops, as per Council resolution effective May 28, 2024.

The appointed Deputy Mayor, which rotates month-to-month among the eight councillors and is outlined in the attached schedule, will represent City Council and the organization at all events and for all matters locally, provincially, and federally. Please note, the Deputy Mayor schedule is subject to change. The current version is posted online at Kamloops.CivicWeb.net. This decision does not preclude staff speaking publicly on behalf of the City of Kamloops.

The Deputy Mayor will author and sign all communications from Kamloops City Council. All applicable provincial and federal government agencies and all municipal governments within BC will receive this communication.

Any official communications for Kamloops City Council should be directed to Deputy Mayor and Council via the Executive Assistant to Mayor and Council at eacouncil@kamloops.ca. We appreciate your cooperation and look forward to working with you.

Sincerely,

Deputy Mayor Kelly Hall
City of Kamloops

Enclosed: 2024 Deputy Mayor Schedule

From: [Jordan Szmidt](#)
To: [Agenda](#)
Subject: FW: LB Events and Admin Approvals
Date: Tuesday, June 11, 2024 8:54:57 AM

For Canada day

Kind Regards,
Jordan Szmidt
Administrative Assistant

www.lionsbay.ca
PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0 CANADA
Desk: +1(604) 921-9333 X 1003

From: Jordan Szmidt
Sent: Friday, May 31, 2024 1:59 PM
To: Ryan Bruce [REDACTED]; Lions Bay Events
[REDACTED]
Subject: RE: LB Events and Admin Approvals

Fyi for a noise bylaw exemption(For music etc) please write up some details and I can forward it to Council for their next committee meeting to approve

Kind Regards,
Jordan Szmidt
Administrative Assistant

www.lionsbay.ca
PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0 CANADA
Desk: +1(604) 921-9333 X 1003

From: Ryan Bruce <[REDACTED]>
Sent: Thursday, May 30, 2024 11:30 AM
To: Jordan Szmidt <jszmidt@lionsbay.ca>; Lions Bay Events [REDACTED]
Subject: LB Events and Admin Approvals

Hi Jordan, Christina

Hope you are both well.

Jordan I'm hoping you can help us navigate the administrative requirements for the

Canada Day event we're planning, Monday July 1st at the beach park.

Christina has the forms from last year and our thinking is to change dates, tweak some of the info and send it in.

I believe at some point we will be asked what we require of Public Works. It's a little early to know specifics just yet but the usual request of tents, chairs, tables and extra garbage can's is all the same. We don't know just yet how many tables and chairs are required, hoping we can update the info as we approach.

In any case can I leave it to you two to get the first revised application started, just want to make sure we are in lots of time for any council discussion that may be required.

Let me know if there is any info and or question of me.

One thing that just came to mind is insurance. Jordan can you advise on what's required of us in that regard.

Thank you kindly,

Ryan

Ryan Bruce

Phone: [REDACTED]

From: FHNprinting02@surrey.ca
To: [Agenda](#)
Subject: Monthly Sit Report of 2024-05
Date: Saturday, June 1, 2024 4:32:57 PM
Attachments: 893ac2c5-fd70-4c19-b864-069a4af0d083.png
5592397f-5299-4290-836f-7ff306c7d923.png
c03fe2f4-218f-4a76-9fc-a393bc27860e.png
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3327c199-06ff-454e-88f7-93ecdf8cddf0.png
695284ec-f983-47a9-8588-359a94847ac5.png
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02f26a8b-ere9-4742-9d33-653bre8c6387.png

You don't often get email from fhnprinting02@surrey.ca. [Learn why this is important](#)



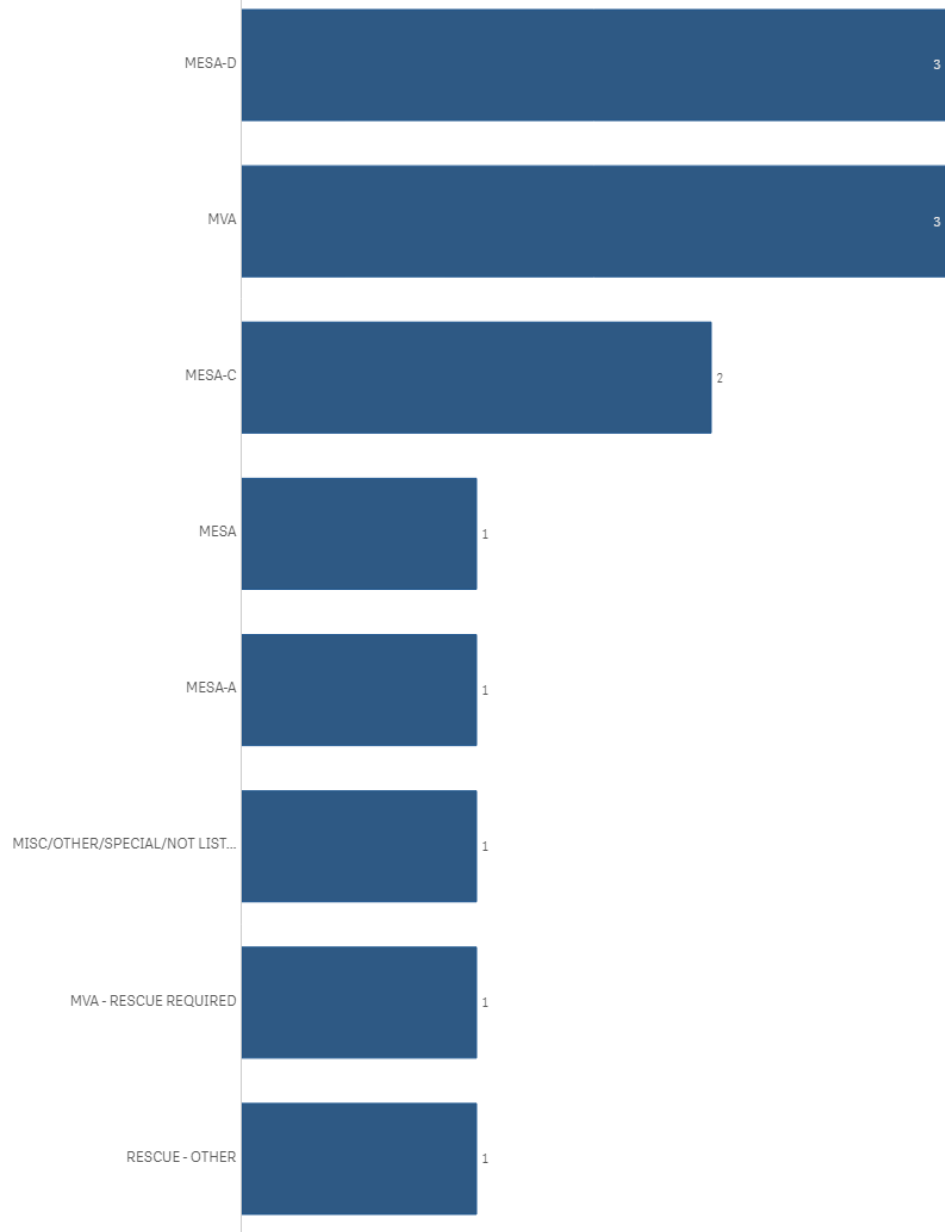
Surrey Regional Fire Dispatch Monthly Report

From 2024-05-01 To 2024-05-31

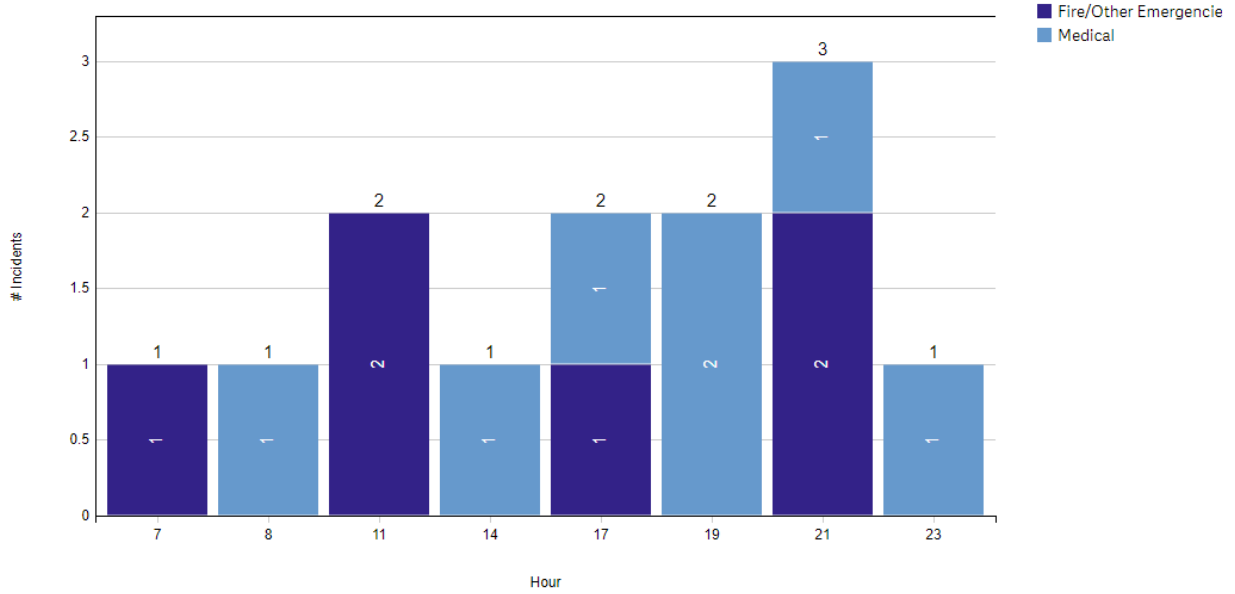
LIONS BAY FIRE RESCUE

# Incidents	# Incident Apparatus	# Incident Attendees
13	20	65

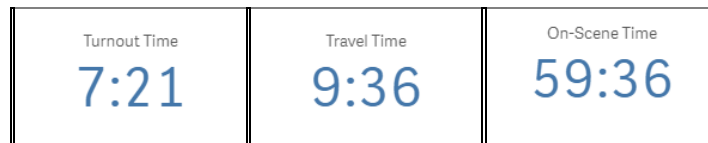
Incidents by Dispatch Type



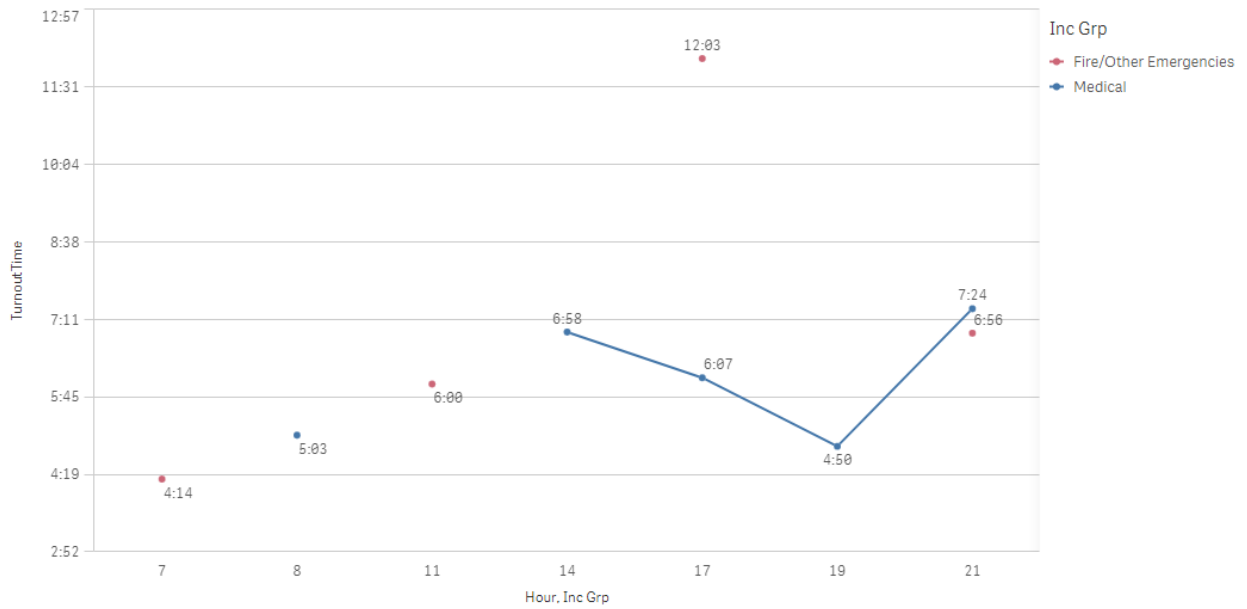
Incidents by Hour



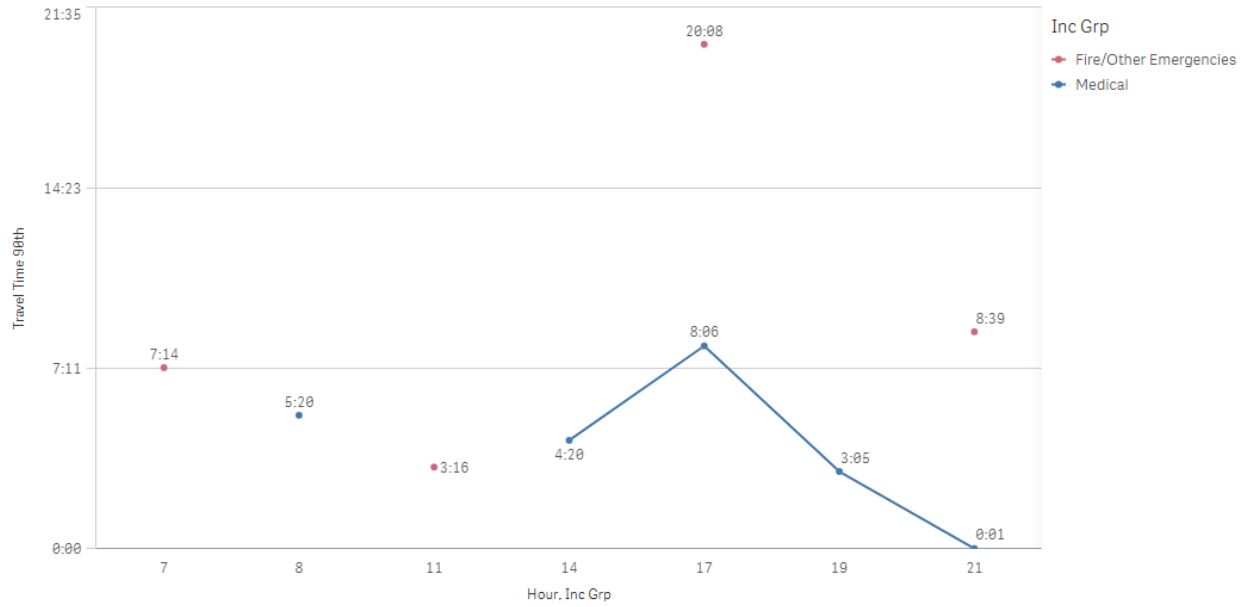
Performance for Emergency Incidents and First On-Scene Apparatus



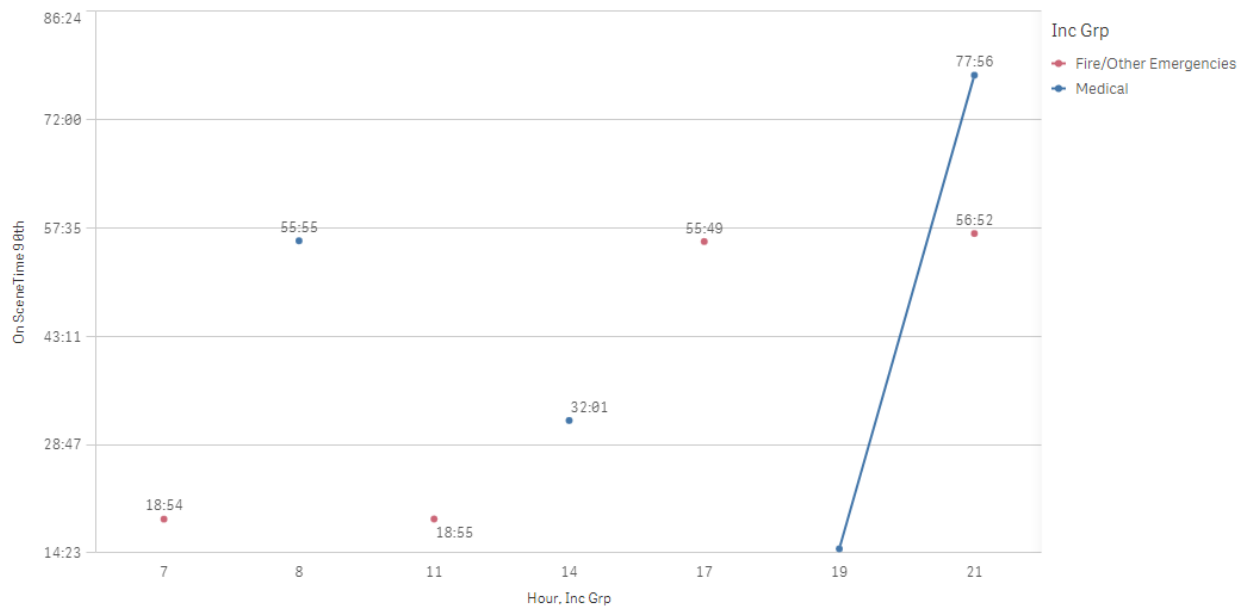
Turnout Time 90th Percentile for Emergency Incident and First On Scene Apparatus



Travel Time 90th Percentile for Emergency Incident and First On Scene Apparatus



On-Scene Time 90th percentile for Emergency Incident and First On Scene Apparatus



Truck Utilization

AppUnit	AppName	Hours Committed	Days Committed	# of Days selected	Hours Capacity	Utilization
LBR63	LB Rescue 63	8.6	0.4	11	264	3%
LBE61	LB Engine 61	1.1	0.0	11	264	0%
LBE62	LB Engine 62	0.8	0.0	11	264	0%
LBE63	LB Engine 63	0.0	0.0	11	264	0%



Royal Canadian Mounted Police
Gendarmerie royale du 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

2024-05-17

To Whom it May Concern,

Lions Bay Activity Report
Report period: March and April 2024

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 27 / Non-Moving x 0
Suspicious Persons x 1 / Impaired Driving Investigations x 1
Collision - Damage Over \$10000 x 0 / Under \$10000 x 1 / Non-fatal x 0 / Fatal x 0
Check well-being x 2
Debris, broken down vehicle or pedestrians on Hwy (Prevention of Collision) x 2

34 Calls for Service

Lions Bay Village:

Assault x 1 / Traffic - Moving x 1/ False Alarms x 1
Fraud x 2 / Breach of Peace x 4 / Utter Threats x 1
Coroners Act x 1 / Suspicious Pers/Veh/Occurrence x 1
Property Lost x 1 / Theft Under \$5000 x 1
Unspecified Assist x 2 / Animal Calls x 1 / Check Wellbeing x 2
Mental Health Act x 1/ Mischief x 1 / Missing Persons x 1

22 Calls for Service Total = 56

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

Kind regards,

S/Sgt. Gareth BRADLEY
Reg 52853
Sea To Sky RCMP - Squamish Detach.

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

/kw



Royal Gendarmerie
Canadian royale
Mounted du
Police 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

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



Your File Votre référence

Our File Notre référence

2024-05-17

To Whom it May Concern,

Village of Lions Bay False Alarm Report: March and April 2024

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
2024-Mar-09	2024-1346	72-260 Kelvin Grove Way

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. Gareth BRADLEY
Reg 52853
Sea To Sky RCMP - Squamish Detach.

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

/kw

From: [REDACTED]
To: [Council; Agenda](#)
Subject: Un budgeted spending spree
Date: Saturday, May 18, 2024 5:49:37 PM

Dear council and staff:

Can the mayor, council, or staff provide some clarity on how to curb un budgeted spending? It would appear that the dismissal of the CAO, the clumsy management of interim contracts, unethical hiring practices, the extraordinary audit costs, and unprecedented legal fees have drained close to 1 million dollars from village coffers.

What other un budgeted funds were spent in 2023 and on what?

What fund was used to pay for these un budgeted expenses? Was this drawn from our reserve fund?

When can we expect to see the 2022 and 2023 SOFI reports?

The damning audit letter circulating in the community should have been shared by council. Hiding this from the community begs the question of what other mismanagement is being hidden.

This is a very disappointing state of affairs, but I am not surprised. Nothing good can come from lack of collaboration, lack of transparency, and utter disregard for due process introduced by the mayor.

Do better.

Norm Barmeier
335 Oceanview

PS. This letter is to be included in public correspondence and form part of the next agenda package.

To: [REDACTED] [Agenda; Council](#)
Subject: Request to reserve Kelvin Grove parking lot August 31, 2024
Date: Tuesday, May 21, 2024 11:13:19 PM

Madison Mailey - Lions Bay recipient of Citizen of Distinction is getting married at our our home August 31, 2024.

We expect that up to 35 cars may park near our home for the wedding.

I would like to know if it is possible to close the Kelvin Grove parking lot on that day for our guest's parking, We will have a valet service. I propose to rent the parking lot for the day for \$500 - perhaps the amount (of more) than the Village would receive on that day from pay parking.

I look forward to your decision.

Regards,

Kim Mailey

From: [REDACTED]
Subject: [Council](#); [Agenda](#); [Ross Blackwell, CAO](#)
Date: Green Municipal Fund - follow up
Tuesday, June 4, 2024 8:53:06 PM

Dear Mr. Blackwell and Council:

In follow up to my comments during the public participation of the June 4th COW I would like to point out that eligible costs are defined as follows:

“Eligible costs are direct costs that are approved for funding, properly and reasonably incurred, and paid by the applicant to carry out eligible activities. Eligible costs can only be incurred from the date the full application is submitted until the date final reporting is submitted.

I would certainly encourage staff and council to look a little closer into the opportunity. If we can expedite application submission we may be able to start claiming expenses against the grant at that point.

The program looks to be in very close alignment with the objective of our project. I would encourage staff not to dismiss this opportunity out of hand.

Kind regards,
Norm Barmeier

From: [REDACTED]
To: [Council](#); [Ross Blackwell, CAO](#); [Joe Chirkoff](#)
Cc: [Agenda](#)
Subject: 2022 Annual Report - feedback
Date: Thursday, June 6, 2024 2:09:21 PM
Attachments: [210820_village_update.pdf](#)

Dear Council, Mr. Blackwell, and Mr. Chirkoff:

Please find my feedback to the 2022 Annual Report here.

The annual report should focus solely on the time period from Jan 1, 2022 to Dec 31, 2022.

The current report, specifically the accompanying Mayors Message speaks to issues, opinions, and a subjective narrative outside these dates. Any accompanying message to the actual report should be an objective summary limited to 2022 and be the voice of council.

It is important to note the 2022 annual report comprises 10 months under the outgoing council, and 2 months under the newly elected council. As such the voice of the outgoing council should be considered in a collaborative spirit.

The Mayors Message refers to the Klatt building grant award as well as the Lions Bay Beach Park grant award. For the record I have attached the official VU announcement of both of those grants here, and they fall outside the annual reporting window. Both grants were awarded to the community prior to 2022, and already reported out to the public in the 2021 annual report.

Specifically, the Klatt building grant was awarded July 30th, 2021. The Lions Bay Beach Park Grant was awarded on August 20th, 2021.

Generally, the report itself is nicely laid out, organized, and easy to follow in terms of project priorities and achievements, core services, great statistics, and useful key performance indicators across all services.

The graphs and tables are informative, easy to follow, and provide an excellent “at a glance” overview of the overall health of the Village finances, council and committee activities, and service provision.

I did notice that the Consolidated Financial Plan 2022-2026 does not reflect the more recent released 5 year plan. Perhaps some language clarifying that would be helpful. The information is no longer relevant and could be misleading to folks watching the numbers.

Overall, the report itself is excellent, and I look forward to the 2023 annual report building on these established KPIs. However, I don’t think the Mayors Message is appropriate as an

objective summary of the 2022 report.

I look forward to the 2023 annual report being released shortly and hope it builds on the well-established KPIs in this 2022 annual report.

Kind regards,
Norm Barmeier

From: [Lions Bay Reception](#)
To: [Agenda](#)
Cc: [Kristal Kenna](#)
Subject: FW: request for noise bylaw exception
Date: Monday, June 10, 2024 9:07:29 AM

Kind Regards,
Jordan Szmidt
Administrative Assistant

www.lionsbay.ca
PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0 CANADA
Desk: +1(604) 921-9333 X 1003

From: Carla Babcock [REDACTED]
Sent: Sunday, June 9, 2024 7:33 AM
To: Lions Bay Reception <reception@lionsbay.ca>
Subject: request for noise bylaw exception

You don't often get email from [REDACTED] [Learn why this is important](#)

Hello, I would appreciate it if this request could make it to the next council meeting. Let me know if I should do this differently, thanks very much!

We will have a party for our friends' wedding at our house (395 Oceanview Rd) on June 29 and I would like to request an exception to the noise bylaw for that evening. It will be about 20-30 people and there will be no big speakers or anything like that, but it is a wedding party so I expect people will be outside making some noise past 10pm. We will inform all our neighbours and keep things reasonable. Thanks for your consideration,

Carla Babcock