



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**REGULAR MEETING OF THE COUNCIL
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, APRIL 21, 2020 at 7:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY
AND ELECTRONICALLY VIA ZOOM**

Please register in advance for this meeting:

<https://us04web.zoom.us/meeting/register/upAsdu6tqzgoGtHTmlulpo9Eluc-hHCamhJW>

Once registered, to access the meeting by Computer, Tablet, or Mobile Device, click the following link: <https://us04web.zoom.us/j/74117553205>
(When prompted, please download Zoom to your device prior to the meeting if you don't already have the program).

You can also phone in from your landline phone or mobile phone by dialing 1-778-907-2071 and entering the Conference ID: 741-1755-3205.

AGENDA

- 1. Call to Order**
- 2. Adoption of Agenda**
- 3. Public Participation (2 minutes per person totalling 10 minutes maximum)**
- 4. Review & Approval of Minutes of Prior Meetings**
 - A. Regular Council Meeting – April 7, 2020 (Page 5)
THAT the Regular Council Meeting Minutes of April 7, 2020 be approved as circulated.
- 5. Business Arising from the Minutes**
- 6. Unfinished Business**
 - A. Follow-Up Action Items from Previous Meetings

#	Meeting Date	Description of Action Item	Person Responsible
104	September 17, 2019	G2: Letter from Minister of Public Safety re. Speeding on Sea to Sky – Mayor McLaughlin following up with Squamish Mayor & RCMP.	Mayor McLaughlin to maintain contact
122	April 7, 2020	R4: Gary Brown - request for traffic calming	PWM Jaffer to respond
123	April 7, 2020	R2: Charlie Bradbury re: parking	PWM Jaffer to respond
124	April 7, 2020	R3: Liz Bell re: parking	PWM Jaffer to respond

7. Reports

A. Staff

- i. CAO: Parking and Bylaw Enforcement Report – verbal update
- ii. CAO: COVID-19 Interim Building Permit and Inspection Policy (Page 13)
Staff Recommendation:
THAT COVID-19 Interim Building Permit and Inspection Policy be approved.
- iii. Public Works Manager: Traffic Calming Measures and their Consideration (Page 23)
Staff Recommendation:
(1) THAT Council authorize staff to purchase a radar speed display board at a cost not to exceed \$6,000.00; and
(2) THAT Council direct the CFO to identify funds for this purchase.

B. Mayor

C. Council

D. Committees

E. Emergency Services

8. Resolutions

- A. THAT Chris Hadikin be appointed as a Bylaw Enforcement Officer with the powers, privileges, responsibilities, duties and functions as specified in Schedule “B” to Bylaw Enforcement Officer Bylaw No. 506, 2016, as amended.

9. Bylaws

- A. 2020-2024 Five Year Financial Plan Bylaw No. 574, 2020 (Page 31)
Staff Recommendation:
THAT the 2020-2024 Five Year Financial Plan Bylaw No. 574, 2020 be read a third time.
- B. Tax Rates Bylaw 578, 2020 (Page 37)
Staff Recommendation:
THAT Tax Rates Bylaw No. 578, 2020 be read a first, second and third time.
- C. 2020 Utilities Discount Amendment Bylaw No. 579, 2020 (page 41)
Staff Recommendation:
THAT 2020 Utilities Discount Amendment Bylaw No. 579, 2020 be introduced, given three readings and adopted.

D. Bylaw Notice Enforcement Bylaw No. 385, 2006, Amendment Bylaw No. 580, 2020 (Page 71)

Staff Recommendation:

THAT Bylaw Notice Enforcement Bylaw No. 385, 2006, Amendment Bylaw No. 580, 2020 be introduced, read three times and adopted.

E. Alternative Tax Collection Scheme Bylaw No. 581, 2020 (Page 105)

Staff Recommendation:

THAT the Alternative Tax Collection Scheme Bylaw No. 581, 2020 be introduced, given three readings and adopted.

10. Correspondence

A. List of Correspondence to April 17, 2020 (Page 113)

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

11. New Business

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

13. Adjournment

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

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

MINUTES

In Attendance:

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

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

Delegations: 0

Public: 1 (via video conference)

1. Call to Order

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

2. Adoption of Agenda

Moved/Seconded

THAT

- (1) Item 7Aiv – CAO: Parking and Bylaw Enforcement Update be added
- (2) Item 7Bii - Mayor's report: Senior Government be added
- (3) Item 10B On Table Correspondence be added
- (4) Item 13C resident emails be added; and
- (5) THAT the agenda be adopted, as amended.

CARRIED

3. Public Participation (2 minutes per person totalling 10 minutes maximum)

None

4. Review & Approval of Minutes of Prior Meetings

A. Special Council Meeting – March 26, 2020

Moved/Seconded

THAT the Regular Council Meeting Minutes of March 26, 2020 be approved, as circulated.

CARRIED

5. Business Arising from the Minutes - None

6. Unfinished Business

A. Follow-Up Action Items from Previous Meetings

#	Meeting Date	Description of Action Item	Action
104	September 17, 2019	G2: Letter from Minister of Public Safety re. Speeding on Sea to Sky – Mayor McLaughlin following up with Squamish Mayor & RCMP.	Mayor McLaughlin to maintain contact
115	March 3, 2020	R2: Andrea & Matthew Klas – Village lots	Complete
116	March 26, 2020	R1: Stephanie Beattie - bike park	Complete
117	March 26, 2020	R2: Myron Loutet - Municipal Infrastructure Focus	Complete
118	March 26, 2020	R5: Mandy Clark - Cell Tower – Mayor McLaughlin to reply	Complete
119	March 26, 2020	R1: Kelly Taylor – Signage	Complete
120	March 26, 2020	R3: Tibor Zombori – Beach Parties	Complete
121	March 26, 2020	R4: Penny Nelson – Request for Signage to be Removed	Complete

Audio 00:6:49

7. Reports

A. Staff

i. Chief Financial Officer (CFO): Draft 2020-2024 Five-Year Financial Plan

CFO Rooke presented the draft 2020-2024 Five-Year Financial Plan and responded to questions regarding:

- EV Charging station
- Parking meter revenue
- Asset Management Investment Plan (Phase 3)
- UBCM Grants
- Rebudgeting and amortization
- Water testing and maintenance

- Parcel tax
- Other revenue items

Moved/Seconded

THAT the report “Draft 2020-2024 Five-Year Financial Plan” be received for information purposes.

CARRIED

Audio 00:30:54

ii. Deputy Emergency Planning Coordinator (DEPC): RFD – Community Wildfire Protection Plan Contract Award

DEPC Whitney presented information on Community Wildfire Protection Plan and noted options for awarding the contract.

Discussion ensued on:

- Crown land boundaries and the Village’s buffer zone responsibility for wildfire protection
- Firesmart ratings and insurance impacts on housing
- Provincial requirements for Wildfire Protection Plan
- Technical merits of the proposal and potential costs

Moved/Seconded

(1) THAT the proposal by Diamond Head Consulting to complete a Community Wildfire Protection Plan (CWPP) for Lions Bay be approved; and
(2) THAT the CAO be authorized to execute an agreement with Diamond Head Consulting accordingly.

Moved/Seconded

THAT the motion on the floor be tabled until after the Closed portion of the Council meeting.

CARRIED

Audio: 00:55:42

iii. Public Works Manager (PWM) – Verbal Update re. Capital Projects

PWM Jaffer provided an update on

- the Kelvin Grove water treatment plant replacement project
- the 3 PRVs project

iv. CAO: Parking and Bylaw Enforcement Update

CAO DeJong provided an update on parking and bylaw enforcement

PMW Jaffer noted that signage has been ordered and will be available April 8, 2020, to be placed in six locations: at all the highway off ramps

Discussion ensued on:

- Bylaw Officer workdays and times
- Towing policy and enforcement
- CN enforcement and other options for enforcement
- Parking restrictions and signage
- Enforcement and signage capacity
- Signage on Mountain Drive and Oceanview

Mayor McLaughlin requested that an update on bylaw enforcement be provided each meeting for the foreseeable future.

Audio 1:46:00

B. Mayor

i. Village Update

Mayor McLaughlin provided a verbal update on the Village Update electronic newsletter link hits

ii. Senior Government

Mayor McLaughlin provided an update on other levels of government noting:

- Conference calls with MP, MLA and VCH
- Budget and taxation deadlines looming while Province delaying decisions
- Metro COVID-19 Mayors' Task Force formed

C. Council

None

Audio 1:52:00

D. Committees

i. Trees, Views and Landscapes Committee – Tree Application #97 – 420 Bayview Road

CAO DeJong responded to questions regarding bird nesting season noting that the permit that is issued is valid for a year and that no tree cutting during nesting season (March 1st– July 31st), unless approved by an arborist.

Moved/Seconded

THAT all the trees in the application flagged with green tape (with the exception of the Hemlock, which was noted in the application as a Fir), can be removed completely. They are not to be topped. The applicant must clean up and remove all associated debris.

**OPPOSED: CLR. ABBOTT
CARRIED**

Moved/Seconded

THAT the question of implementing a moratorium on tree cutting during bird nesting season, and the parameters of that season in the bylaw, be referred to the Trees, Views and Landscapes Committee.

CARRIED

Audio 2:03:45

ii. Trees, Views and Landscapes Committee – Tree Application #101 – 435
Timbertop Drive

THAT Council approves Tree Application #101 with the following conditions:

- a) The Maple may be topped at a height of at least 8” below the original topping level per photo attached to application. The applicant must clean up and remove all associated debris.
- b) The Cedars are to be topped to the height of the top power/electrical line, per photo attached to application. The applicant must clean up and remove all associated debris.
- c) The Cedars to the west of the Cedars in (b) may also be topped to a similar level per photo attached to [amended] application. The applicant must clean up and remove all associated debris.
- d) This work must be carried out within 30 days, provided the arborist confirms there are no nests in any of the trees.
- e) AND THAT the tree cutting permit be valid for a period of three years subject only to confirmation prior to any cutting, or repeated cutting, within that period of:
 - i. A traffic control plan approved by Public Works, and
 - ii. Damage deposit, arborist/contractor’s Worksafe BC certificate and insurance in compliance with Municipal requirements.

CARRIED

E. Emergency Services - None

8. Resolutions

- A. Village of Lions Bay Liaison for the Sea to Sky Invasive Species Council
THAT Joanne Ronsley be confirmed as the Village of Lions Bay liaison/director for the Sea to Sky Invasive Species Council.

CARRIED

Audio 2:11:30

9. Bylaws

- A. 2020-2024 Five Year Financial Plan Bylaw No. 574, 2020
THAT the 2020-2024 Five Year Financial Plan Bylaw No. 574, 2020 be read a first and second time.

CARRIED

Audio 2:12:54

10. Correspondence

- A. List of Correspondence to April 2, 2020
THAT the following actions be taken with respect to the correspondence:
G1: City of Prince George - UBCM Resolution - received
R1: Michelle Osry - trails - received
R2: Penny Nelson - trails - received
R3: Brigitta Shore - trails – received
R4: Gary Brown - request for traffic calming – PWM Jaffer to respond

CARRIED

Council discussed traffic calming measures.

CAO DeJong and PWM Jaffer noted options for signage for traffic calming measures.

Moved/Seconded

THAT staff provide a report on options for traffic calming measures in the Village of Lions Bay.

CARRIED

B. On-table Correspondence

- R1: Emilie Montgomery re: services for residents - received
R2: Charlie Bradbury re: parking – PWM Jaffer to respond
R3: Liz Bell re: parking – PWM Jaffer to respond

CARRIED

11. New Business

None

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

None

13. Closed Council Meeting

Proposed topics for discussion in the absence of the public:

- A. Quotations for capital projects
- B. Regional issues
- C. Resident Emails

Moved/Seconded

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

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

- e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*;
- n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2);

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

- b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party;
- d) a matter that, under another enactment, is such that the public must be excluded from the meeting.

CARRIED

Moved/Seconded

THAT the meeting be extended to 11pm

CARRIED

The meeting was closed to the public at 9:53 p.m.

The meeting was re-opened to the public at 11:49 p.m.

Item 7Aii: Deputy Emergency Planning Coordinator (DEPC): RFD – Community Wildfire Protection Plan Contract Award

Item 7Aii was retrieved from the table and the following resolution was recorded:

Moved/Seconded

THAT Council directs staff to work with the top two proponents that replied to the Request for Proposal for provision of a Community Wildfire Protection Plan (CWPP) for the Village of Lions Bay, to provide an addendum to their proposals addressing Council concerns with the application of firesmart principles in the Village of Lions Bay and other concerns that are relevant to the Municipality prior to executing an agreement for a CWPP.

CARRIED

14. Reporting Out From Closed Portion of Meeting

None (other than Item 7Aii)

15. Adjournment

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 11:52 p.m.

Mayor

Corporate Officer

Date Approved by Council:	
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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	COVID-19 Interim Building Permit and Inspection Policy 20.02		
Author	Peter DeJong	Reviewed By:	Pam Rooke and Nai Jaffer
Date	April 17, 2020	Version	
Issued for	April 21, 2020 Regular Council Meeting		

Recommendation:

THAT COVID-19 Interim Building Permit and Inspection Policy 20.02 be adopted.

Attachments:

Draft COVID-19 Interim Building Permit and Inspection Policy 20.02.

Key Information:

The Municipality has a legal obligation to protect its employees in respect of the manner in which they are expected to perform their work. Notwithstanding the current pandemic climate, the construction industry has been permitted to continue operating, provided they adhere to WorkSafe BC requirements and health authority directives to implement social or physical distancing on their job sites. There are currently over 30 active Building Permits in the Village and the municipal service of building permitting and inspection needs to adapt in order to continue to provide such services in a manner that focusses on the health and safety of the Municipality's Building Department.

Staff have reviewed information and recommendations put out by our insurers, the Municipal Insurance Association, WorkSafe BC, Provincial health authorities, the construction industry itself, and methods implemented by other municipalities and regional districts. After consulting with the Building Inspector and the Building Clerk, the attached policy was drafted with this information in mind and has been reviewed by legal counsel.

Options:

- (1) Adopt the policy as recommended above;
- (2) Amend and then adopt it;



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

(3) Refer the policy back to staff with alternative directions.

Preferred Option: Option 1, adoption of the policy. This will enable staff to rely upon a process which aims to satisfy the ongoing demand for building permitting and inspection services while protecting our staff who fulfill these functions.

Financial Considerations: The building permitting process provides an important stream of revenue for the Municipality.

Legal Considerations: Adoption by Council of a policy to address the current situation is needed to protect the Municipality and its employees.

Follow Up Action: Implement the policy.

Communication Plan: All Owners with open building permits and their Contractors will be contacted and advised of this new policy and procedure and will be requested to sign the declaration contained in the policy.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	COUNCIL POLICY		Policy No	POL – 20.02
Title	COVID-19 Interim Building Permit and Inspection Policy			
Author	CAO	Reviewed By:	Building Inspector	
Date	March 20, 2020		Version	2

Background

A new coronavirus, which causes the disease known as COVID-19, has been declared a global pandemic by the World Health Organization (WHO) and national states of emergency have been declared in many countries.

British Columbia has declared a Provincial State of Emergency, along with the Public Health Order declared by the Provincial Health Officer and including prohibition of gatherings of more than 50 people. The public has also been directed to maintain “social distancing”, also known as “physical distancing”, keeping approximately 2 metres from others to help prevent the spread of the virus.

The Public Health Officer for the Province of BC, WorkSafe BC, the Construction Association of BC, and the Municipal Insurance Association of BC, amongst others, have provided advice and guidelines for the construction industry and for building permitting and inspection in the current pandemic environment.

Purpose and Application

The purpose of this Policy is to provide guidance for Village of Lions Bay staff through the implementation of procedures and protocols regarding the provision of building inspection services in order to protect the health and safety of staff from potential exposures to COVID-19.

This Policy will also provide guidance to Owners and Contractors (“Builders”) with open building permits or new building permit applications as to the procedures and protocols that will be followed by Municipal staff in respect of building permit approvals and building inspection services for the duration of this coronavirus pandemic.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

This Policy applies to all staff employed by the Village of Lions Bay who are engaged in providing building permit approvals and inspection services. It also applies to the Board of Variance where a request for a building permit requires a referral to the Board for consideration of a matter specified in Board of Variance Bylaw No. 502, 2016, as amended.

It is recognized that this Policy also affects Owners who wish to apply for a new building permit or complete an open building permit and the architects, contractors and other agents acting on their behalf. Owners and their agents will need to adapt to the procedures and protocols which are implemented through this Policy and adjust their own procedures and protocols accordingly, including steps required to ensure the health and safety of their own workers and anyone coming on to a job site, as required by WorkSafe BC regulations and other applicable enactments. Examples of procedures and protocols expected of the construction industry are provided in Appendix A.

Policy

A. Building Permit Applications

1. All Building Permit Applications and contractor or agent authorizations must be signed by all registered owners and submitted digitally via email to building@lionsbay.ca, including all scalable building plans.
2. Full size drawings required per the application requirements shall be submitted by appointment only in tubes labelled with the particulars of the application, and also containing the originally signed application form and contractor authorizations, and cheque for the application fee. Office staff will receive the tubes and will place them in a designated area of the Building Inspector's office for a period of no less than 3 days prior to removal of the contents by staff and/or the Building Inspector. Upon placement of the tube in the Building Inspector's office, the staff member shall immediately wash their hands thoroughly for at least 20 seconds with soap and water.
3. All communications between the Owner or their contractor or agent and the Building Inspector or Office Staff will take place via phone or email or other digital means. Minor changes required by the Building Inspector will be marked on the Building Inspector's



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

copy of the plans, and photos of such minor changes required will be emailed to the Owner, contractor or agent. Changes resulting in the requirement for revised drawings shall follow the process outlined in section A2.

4. Where a building permit application requires a referral to the Board of Variance:
 - (i) all documents and fees required to be submitted under Board of Variance Bylaw No. 502, 2016, as amended, shall be submitted and handled following the process set out in sections A1 and A2;
 - (ii) the Secretary to the Board of Variance, or her designate, will forward all documents to the members of the Board via email and determine a date for the Board meeting;
 - (iii) the Secretary, or her designate, will provide notice of hearing and make arrangements for the meeting of the Board to be conducted electronically via telephone or video conferencing and the meeting shall be deemed to be an open meeting in accordance with Ministerial Order M083, dated March 26, 2020, whether or not provision is made for members of the public to attend the meeting; and
 - (iv) while the applicant may attend the meeting electronically, the notice of the hearing will provide direction to the public as to how they may make submissions to the Board in regard to the application. These submissions will be made in writing in accordance with the notice, and copies will be published on the Village web site prior to the hearing to allow a second and final round of written submissions in response to the initial submissions (also published on the web site). Submissions are cut off at that point, and become part of the hearing record.

5. All Owners applying for a permit must cause their authorized contractors and agents to sign the Declaration at the bottom of Appendix A attached to this Policy, acknowledging they have read the BC Construction Association Guidelines and Links document attached as Appendix A, along with the information and documents linked therein, and agree to abide by and enforce these guidelines, including all applicable regulations, orders, and directives to protect the health and safety of all workers and any persons attending on the job site. As well, Owner/Contractors must themselves sign the declaration.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

B. Building Inspection Process for New Construction

6. For building permits with respect to new construction (i.e. a new dwelling unit), all inspection requirements capable of being signed off by a registered professional shall be signed off in this manner.
7. Where on-site inspection of work is required, it will be conducted by the Building Inspector on Mondays, subject to sufficient notice being provided to, and availability of, the Building Inspector.
8. When a Builder calls for an inspection, and an appointment has been confirmed, all construction personnel must vacate the site prior to the inspection. A Builder or their representative may be stationed off site (eg: outside the building) and speak with the Building Inspector during the inspection process via cell phone.
9. Requests for a Builder to accompany the Building Inspector on site must be in writing, in advance at the time of the inspection request and provide a full explanation as to the reasons why it would be insufficient for the Building Inspector to perform the inspection alone or in conjunction with cell phone communication.
10. If a Builder is approved by the Municipality to accompany the Building Inspector during the inspection, only one person may escort the Building Inspector and that person must warrant that they have had no symptoms of COVID-19 within the previous ten days nor any contact with a person who is likely to have or confirmed to have the disease. Notwithstanding such warranty, the Builder must wear a face mask and disposable gloves and both they and the Building Inspector must maintain a *minimum three-metre* separation from each other at all times.
11. To reduce surface contact, all documents that would typically be available on site such as floor layouts, roof layouts or professional reports must be submitted electronically at least three days in advance of any inspection appointments, along with the building permit number and project address for review. The Building Inspector will bring his own copies of documents on the inspection or use electronic documents wherever possible.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

12. The Building Inspector shall wear a mask and disposable gloves on the job site (along with other standard Personal Protective Equipment) and will endeavour to not touch anything. If a Builder is present on the inspection, the Building Inspector may require the Builder to touch or manipulate fittings or materials (for example, on a plumbing inspection).
13. Upon completing the inspection, the Building Inspector will remove the disposable gloves into a sealable bag and immediately lather his hands thoroughly with a hand sanitizer containing at least 60% alcohol. This process shall be repeated for any consecutive site inspections made by the Building Inspector, who will thoroughly wash his hands with soap and water for at least 20 seconds upon returning to the Village Office or his home before touching anything else.

C. Building Inspection Process for Renovations

14. In an effort to protect both residents and staff, Builders with occupied buildings will be asked to consider postponing or suspending their projects until regular business can resume and inspections can be carried out normally. Otherwise, each project will be carefully assessed to determine whether a safe building inspection process can be carried out before agreeing to allow a project to proceed.
15. For building permits with respect to renovations, all inspection requirements capable of being signed off by a registered professional shall be signed off in that manner.
16. Additions that can be accessed from the exterior of the building and outbuildings, such as carports or garages, shall inspected in accordance with sections B.6-13 of this Policy.
17. To the extent possible, the builder may be requested to provide written declarations, photographs, and/or video confirming compliance in respect of matters for which sign off by a registered professional is not possible. For Final or Occupancy inspections where a dwelling may already be occupied, a Conditional Occupancy may be issued using photos or video, valid until such time as an in-person inspection can be accomplished.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

18. The Building Inspector shall not enter the interior of an occupied dwelling unit without full Personal Protective Equipment (PPE) and sections B.8-13 are applicable as minimum requirements.

19. All Builders must sign the following declaration at the end of Appendix A:

I have read the Village of Lions Bay Interim Building Permit and Inspection Policy No. 20.02 (the "Policy") and the BC Construction Association Guidelines and Links document attached as Appendix A to the Policy, as well as the Province of BC resource links, the WorkSafe BC resource links, and the general health authority information links contained in Appendix A, and I agree to abide by and enforce these guidelines and regulations to protect the health and safety of all workers and persons attending on the job site at _____ *[address]* _____, Lions Bay, BC, for which I am responsible as the Owner or the Owner's Contractor and Authorized Representative.

20. No Building Inspections will be conducted on any job site where the Builder has not filed the foregoing declaration with the Village Office.

21. Nothing in this policy alters the application of the BC Building Code or Village of Lions Bay building regulation bylaws.

Mayor

Corporate Officer

Adopted by Council:	April 21, 2020
Updated:	

Appendix "A"

to Village of Lions Bay Interim Building Permit and Inspection Policy No. 20.02

Managing Coronavirus in BC's Construction Industry

Health & Safety Updates

Worker safety is the first priority. Although BC's provincial health officer has confirmed construction sites are exempt from guidelines on group gatherings and can remain open, anyone who's sick should not be going to work. Additional health and safety precautions should be put in place and information shared with crews.

Businesses are instructed they should continue to operate if parameters can be put in place to keep workers safe. Here are some guidelines for construction sites. We know this isn't easy:

- Reduce the number of people on-site to facilitate social distancing of meters between workers. If needed, adjust schedules or scale back.
- Wear PPE at all times as long as it is safe to do so - safety goggles, masks, and gloves.
- Workers should not congregate in break areas and lunchrooms.
- Workers should not share PPE.
- Workers should not share tools.
- Introduce extra handwashing stations.
- Do not spit on worksites
- Do not share cigarettes and/or vaping equipment.
- Do not use sea cans as breakrooms.
- Do not rideshare/carpool to/from work.
- Clean out Jobsite trailers daily - arrange for commercial cleaners to clean and disinfect areas of the project.
- Introduce an on-site COVID-19 committee to create a best practices plan to ensure worker safety.
- Create a task force focused on supporting your company's staff and customers./li>
- Make sure workers know about the [Ministry of Health self-assessment tool](#).
- Make sure workers know they should not come to work if they're feeling sick

Province of BC resource: [Guidance to Construction Sites Operating during COVID-19](#)

WorkSafeBC resource:

- [Construction and COVID-19 Safety](#)
- [What Employers should do](#)
- [WorkSafeBC Inspectors to enforce virus transmission prevention at construction sites](#)
(March 25 - Vancouver Sun)

This is a rapidly changing global challenge. Continue to stay informed, remain calm and flexible. Here are some reliable links for Government resources around COVID-19. Specific employer and industry-related information is below:

- Canada: <https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection.html>
- BC: <http://www.bccdc.ca/about/news-stories/stories/2020/information-on-novel-coronavirus>
- Global statistics: <https://www.worldometers.info/coronavirus/#countries>

Please act responsibly and prioritize your health and the health of your employees and your community. Important documentation to help educate and inform workers on minimizing the spread of infection.

- [Downloadable Poster from BCCA](#)
-
- BC Construction Safety Alliance Official Documentation & Resources
 - [Screening Workers on Site](#)
 - [BCCSA Guidance on COVID-19](#)
 - [Presenting Concerns about COVID-19](#)
 - [COVID-19 and the Construction Industry](#)
 - [Mental health resources page.](#)
 - Click here for current documentation from the BCCSA: [Updated BCCSA Info.](#)
-
- Best Practices Examples from BC Employers
 - [LCL Site COVID-19 Site Prevention Procedures](#)
 - [Site Safety Employer Recommendations](#)

Declaration by Builder:

I have read the Village of Lions Bay Interim Building Permit and Inspection Policy No. 20.02 and the BC Construction Association COVID-19 Guidelines and Links document attached as Appendix “A” to the Policy, as well as the Province of BC resource links, the WorkSafe BC resource links, and the general health authority information links contained in Appendix “A”, and I agree to abide by and enforce these guidelines and regulations to protect the health and safety of all workers and persons attending on the job site at _____, Lions Bay, BC, for which I am responsible as the Owner/Contractor or as the Owner’s Contractor and Authorized Representative.

Name

Company (if applicable)



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	Traffic Calming Measures and Their Consideration		
Author	Naizam Jaffer	Reviewed By:	Peter DeJong
Date	April 14, 2020	Version	1.0
Issued for	April 21, 2020 Regular Council Meeting		

Recommendation:

- (1) THAT Council authorize staff to purchase a radar speed display board at a cost not to exceed \$6,000.00; and
- (2) THAT Council direct the CFO to identify funds for this purchase.

Attachments:

- (1) Common Traffic Calming Measures;

Key Information:

At the April 7, 2020, Council expressed the concern about a perceived high rate of speed by non-locals traveling through the Municipality and directed staff to report on the concept of immediate traffic calming measures that may be implemented to control speeds.

Roads must serve the needs of all users, from pedestrians, including those with disabilities, to cyclists, emergency vehicles, and maintenance vehicles, including snow removal equipment. While the Municipality will periodically receive complaints from residents about speeding and traffic volumes, the reaction to these complaints must be inclusive of the residents within each neighbourhood and, more importantly, be data driven.

Studies across North America have shown that using the wrong traffic calming measures not only doesn't solve the problem, but often results in more conflict surrounding the issue. This is why the majority of local governments depend upon engineering departments to conduct traffic counts and speed measurements to categorize the level of and measures used to treat excessive speeds within communities. Through this data gathering, clear, concise, and transparent decisions can be made to meet the expectations of the community.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Data collection typically includes the collection of traffic volumes and speed readings to verify the need for traffic calming measures. Other factors include existing roadway conditions (e.g. pavement condition, signage, road markings), pedestrian activity, the number of complaints being generated (the history of traffic problems), and the presence of special pedestrian generators such as schools, town homes, playgrounds, etc. in the area. A review of this data should then be cross-referenced with recognized engineering standards to determine if traffic calming measures are indeed needed and the type of traffic calming measures that should be implemented.

Traffic calming measures can be broken down into two broad categories:

- (1) Passive, i.e. pavement markings, pavement surface textures, and visual devices including signage and reactive devices such as speed radar signs that register speed or simply flash brightly.
- (2) Physical, i.e. intrusive treatments that modify the shape and form of the travel lanes making it uncomfortable for drivers to attain high speeds. These measures include speed humps and other raised pavement areas such as crosswalks and intersections. Other means of physical treatments include narrowed streets using medians, bulb-outs, or other measures.

Both passive and physical traffic calming measures have intrinsic disadvantages to their overall effectiveness, a few of which include:

- (1) Passive measures that include static signage have an immediate impact; however, over time, motorists become complacent to these static signs. Dynamic signage such as radar speed signs that display motorists' speeds or flash brightly above set speeds are more effective; however, they too can lose their effectiveness over time unless they are rotated throughout the community rather than being left in a static location.
- (2) Physical measures will provide for reduced speeds on an ongoing basis; however, they often come with a plethora of issues that include:
 - Increased maintenance costs typically as a result of damage from snowplows or having to manually de-ice or shovel snow.
 - Increased emergency vehicle response time, particularly for heavier engines with their longer wheelbase, stiff suspension and the added weight of onboard water. For example, studies have shown that each speed calming hump can cost an engine ten



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

seconds in response time, and when cumulatively considered, can delay a response by a minute or longer.

- Ambulances are also impacted as they must slow almost to a stop to negotiate these devices due to the sensitive on-board equipment and physical nature of the injuries of the victim being transported.
- When vehicles drive over Speed Humps with their lights on, this points the dipped beam up to eye level. This not only causes light pollution in nearby houses, but also gives the illusion of the headlights being flashed, dazing and causing confusion to other motorists, which increases the potential for accidents.
- On steeper roads, the impact of snow- and ice-covered humps may become an issue for vehicles trying to navigate already dangerous road conditions.
- Physical measures will impact existing drainage features because of the incidental diversion of run-off. Solving drainage issues in a retrofit can become very costly.
- Traffic obstruction devices may cause physical discomfort, even pain, for disabled persons or persons with physical ailments. Being jolted or jostled by speed bumps and humps can be painful for persons with injuries or painful illnesses.
- Physical traffic calming measures can begin at \$7,500 for a simple speed hump to hundreds of thousands for roundabouts or roadway narrowing. However, decisions to install physical traffic calming measures must be data driven and inclusive of the neighbouring residents as there have been many instances where, under pressure by citizens and enforced by the courts, municipalities have been forced to remove traffic calming measures at great expense to taxpayers.

Physical traffic calming measures have been known to create significant neighbourhood friction. Not all persons (typically not even most persons) on a given street will appreciate having to run an obstacle course every time they drive to or from home. Often very strong 'for and against' proponents develop, splintering the neighbourhood.

For this reason, many engineering traffic departments will develop protocols for dealing with requests for traffic calming measures that are centred upon inclusiveness and data driven solutions. Typically, data gathering must show the 85th percentile of traffic flowing above the posted speed limit and if, achieved, a neighbourhood petition is circulated and must receive a majority response rate in favour from all residents surveyed before being



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

considered for implementation. If the petition does not show the required level of interest, the area will not qualify for traffic calming.

In order to move forward with traffic calming, Lions Bay needs to begin tracking data on traffic volumes and speeds at various locations throughout the municipality. The simplest way to do so is to purchase a radar speed display that tracks traffic volumes and speeds which will facilitate better understanding of the issues. The cost for a solar powered data gathering radar speed display is approximately \$6,000.00. Staff have been in touch with ICBC and have secured a grant of \$3,000.00 towards the purchase of a radar speed display should the Municipality proceed with this measure.

Once data gathering has commenced and staff are able to verify the issues recently raised, staff will be able to report back on the data and need for traffic calming measures. Next steps would likely include a robust discussion of the issues and solutions, probably during the strategic planning sessions this fall.

Options:

- (1) Do nothing. Short of the current complaints, there has been no history of complaints regarding the need for traffic calming measures over the last 5 years. While the influx of people visiting the Village due to the Covid-19 pandemic may be an issue, it is a temporary situation that should stabilize over the course of the next few months.
- (2) Authorize staff to proceed with the purchase of a solar powered radar sign display with data gathering capabilities and to apply for the ICBC grant for \$3,000.00 to help offset the purchase price. Once purchased, staff would initially install the unit on Lions Bay Avenue and bring back a report to Council in the future.
- (3) Direct staff on another course of action.

Preferred Option:

Option (2) is the recommended option being put forward by staff. This option will enable staff to gather meaningful data that can shed light on the true nature of traffic and speed related concerns in the Municipality. Such data will form the backbone for determinations for traffic calming measures that may be implemented.

Legal / Financial Considerations:



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Given the lateness of this request and the current state of the budget, the Chief Financial Officer will need to determine the ability to source funds should Council proceed with Option (2).





Follow Up Action:

Upon purchase of the unit, staff will install it on Lions Bay Avenue and report back to Council once sufficient data has been collected.





Communication Plan:

n/a

Common Traffic Calming Measures

Measure	Description	Purpose	Examples
Speed Hump	A raised area of the roadway, which deflects both the wheels and frame of a traversing vehicle	<ul style="list-style-type: none"> To reduce vehicle speeds 	
Speed Cushion	A raised area of the roadway, which deflects both the wheels and frame of a traversing vehicle, except the wider wheel base of emergency vehicles	<ul style="list-style-type: none"> To reduce vehicle speeds while reducing the impact on emergency vehicle response 	
Raised Crosswalk	A marked crosswalk at an intersection or mid-block location, constructed at a higher elevation than the adjacent roadway	<ul style="list-style-type: none"> To reduce vehicle speeds To improve pedestrian visibility Reduce pedestrian – vehicle conflicts 	
Raised Intersection	An intersection, including crosswalks, constructed at a higher elevation than the adjacent roadway	<ul style="list-style-type: none"> Reduce pedestrian – vehicle conflicts 	

Common Traffic Calming Measures

Measure	Description	Purpose	Examples
<p>Textured Surfaces</p>	<p>Used to define a crossing location for pedestrians, or provide greater visibility of an area</p>	<ul style="list-style-type: none"> • Reduce pedestrian – vehicle conflicts 	
<p>Traffic Circles and Roundabouts</p>	<p>A raised island located in the centre of an intersection, which requires vehicles to travel through the intersection in a counter-clockwise direction around the island</p>	<ul style="list-style-type: none"> • To reduce vehicle speeds • Reduce pedestrian – vehicle conflicts at intersections 	
<p>Curb Extensions / Chokers</p>	<p>A horizontal intrusion of the curb into the roadway resulting in a narrower section of roadway</p>	<ul style="list-style-type: none"> • To reduce vehicle speeds • To reduce crossing distance for pedestrians To increase pedestrian visibility • To prevent parking close to the intersection 	
<p>Raised Centre Median</p>	<p>An elevated median constructed on the centreline of a two-way roadway that reduces lane widths</p>	<ul style="list-style-type: none"> • To reduce vehicle speeds • Reduce pedestrian – vehicle conflicts • Provide pedestrian refuge on a wide street 	

Common Traffic Calming Measures

Measure	Description	Purpose	Examples
Chicanes	A series of curb extensions on one side or on alternating sides of a roadway, depending on the width of the roadway	<ul style="list-style-type: none"> • To reduce vehicle speeds • To discourage shortcutting or through traffic 	
On-Street Parking	Reduction of the roadway width available for vehicle movement by allowing motor vehicles to park adjacent to the traveled portion of the roadway	<ul style="list-style-type: none"> • A reduction in vehicle speeds, possible shortcutting or through traffic 	
Curb Radii Reduction	The reconstruction of an intersection corner with a smaller radius	<ul style="list-style-type: none"> • Slow right turning vehicles • Reduces crossing distances for pedestrians • Improved pedestrian visibility 	



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	2020-2024 Five Year Financial Plan Bylaw No. 574, 2020		
Author	Pamela Rooke	Reviewed By:	Peter DeJong
Date	April 16, 2020	Version	
Issued for	April 21, 2020 Regular Council Meeting		

RECOMMENDATION

THAT the 2020-2024 Five Year Financial Plan Bylaw No. 574, 2020 be read a third time.

ATTACHMENTS

2020-2024 Five Year Financial Plan Bylaw No. 574, 2020

KEY INFORMATION

Staff presented the draft 2020-2024 Five Year Financial Plan to Council at the April 7, 2020 Council meeting for review and discussion. At the same meeting, the 2020-2024 Five Year Financial Plan Bylaw No. 574, 2020 was given first and second reading.

OPTIONS

1. Approve the recommendation above and give the bylaw third reading;
2. Amend the bylaw and then give it third reading;
3. Refer the bylaw back to staff for revisions.

FOLLOW UP ACTION

Assuming third reading is given, the bylaw will be brought back to the May 5, 2020 Council meeting for adoption, prior to the May 15th statutory deadline for adoption.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



2020-2024 Five Year Financial Plan Bylaw No. 574, 2020

Adopted:

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

**2020 – 2024 FIVE YEAR FINANCIAL PLAN
BYLAW NO. 574, 2020**

A bylaw to approve the Five Year Financial Plan for the years 2020 – 2024 inclusive

Pursuant to the provisions of section 165 (1) of the *Community Charter*, the Municipal Council caused to be prepared a Five Year Financial Plan for the period 2020 to 2024 inclusive and the Municipal Council of the Village of Lions Bay, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as "**2020 – 2024 Five Year Financial Plan Bylaw No. 574, 2020**".
2. The 2019-2023 Five Year Financial Plan Bylaw No. 560, 2019 (adopted on May 7, 2019) is hereby repealed.
3. The Council does hereby adopt the Five Year Financial Plan for the years 2020-2024 inclusive, for each year of the plan, as set out in Schedules A and B, attached to this Bylaw and forming a part thereof, as follows:

- Schedule A: Consolidated Financial Plan
- Schedule B: Statement of Objectives and Policies

READ A FIRST TIME **April 7, 2020**

READ A SECOND TIME **April 7, 2020**

READ A THIRD TIME

ADOPTED

Mayor

Corporate Officer

**Certified a true copy of
2020 – 2024 Five Year Financial Plan
Bylaw No. 574, 2020 as adopted.**

Corporate Officer

Schedule A

Consolidated Financial Plan 2020 - 2024

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

SCHEDULE B

Statement of Objectives and Policies

Funding Sources

Table 1 shows the proportion of total revenue that is proposed to come from each funding source as described in Section 165(7) of the *Community Charter*.

In 2020, property taxation is the municipality's largest portion of revenues. Property Taxes include \$153,464 of revenue from a 10% infrastructure levy that was approved by Council in 2019. A Loan Authorization Bylaw was adopted in December 2016 authorizing the municipality to borrow up to \$3,000,000 over a five year period to help fund capital projects. To date, the municipality has borrowed \$1,060,900 including 2020 borrowing of \$600,000 for the purchase of three pressure reducing valve stations. The 2020 Other Revenue includes \$500,000 of net proceeds from the sale of municipal owned property.

Objective

- The municipality will continue to look for opportunities to reduce the percentage of revenue that comes from property taxation by pursuing alternate revenue sources.

Policies

- Annual user rates for water, sewer and solid waste utilities are established to cover all operating and capital costs of the utility, excluding amortization.
- Where feasible, the municipality charges user fees for services and reviews these fees annually.
- Apply for grant opportunities to cover the cost of infrastructure replacement.

Revenue Source	% of Total Revenue	Dollar Value
Property Taxes	33.5%	1,736,420
Utility Fees and Rates	23.0%	1,191,782
Grants	16.6%	859,809
Other Revenue	11.9%	614,531
Proceeds from Borrowing	11.6%	600,000
Fees, Licenses and Permits	3.2%	163,629
Parcel Taxes	0.2%	10,585
TOTAL	100.0%	5,176,756

Property Tax Distribution

Table 2 outlines the distribution of property tax revenue among the property classes. The residential property class provides the largest proportion of property tax revenue. This is appropriate because the residential property class forms the largest portion of the assessment base and consumes the majority of the municipality's services.

Objective

- To set tax rates based on the principle of equity and responsiveness to economic goals.

Policies

- The municipality will review and compare their distribution of property tax rates to other municipalities with similar property class compositions.
- The municipality sets the class multiple for recreation equal to residential and sets the class multiple for utilities to the maximum allowed by the Province.

Property Class	% of Total Property Taxation	
	2020	2019
Residential (1)	99.60%	99.63%
Utilities (2)	0.06%	0.05%
Business (6)	0.12%	0.11%
Recreation (8)	0.22%	0.21%
TOTAL	100.00%	100.00%

Permissive Tax Exemptions

The Village of Lions Bay has no permissive tax exemptions in effect at this time as there are no qualifying organizations.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	Tax Rates Bylaw No. 578, 2020		
Author	Pamela Rooke	Reviewed By:	Peter DeJong
Date	April 15, 2020	Version	
Issued for	April 21, 2020 Regular Council Meeting		

RECOMMENDATION

THAT the Tax Rates Bylaw No. 578, 2020 be read a first, second and third time.

ATTACHMENTS

Tax Rates Bylaw No. 578, 2020

KEY INFORMATION

Per the Community Charter section 197(1), each year Council must adopt a tax rate bylaw after adoption of the financial plan but before May 15.

OPTIONS

1. Approve the recommendation above and give the bylaw three readings;
2. Amend the bylaw and then give it three readings;
3. Refer the bylaw back to staff for revisions.

FOLLOW UP ACTION

Assuming three readings are given, the bylaw will be brought back to the next regular Council meeting on May 5, 2020 for adoption, prior to the May 15th statutory deadline for adoption.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Tax Rates Bylaw No. 578, 2020

Adopted:

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

TAX RATES BYLAW NO. 578, 2020

A bylaw for the levying of rates for Municipal and Regional District purposes for the year 2020.

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

1. The following rates are hereby imposed and levied for the year 2020 on the taxable land and improvements as set out in the assessment roll:
 - a) For all lawful general purposes of the municipality on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in Column "A" of Schedule "A" attached hereto and forming a part hereof.
 - b) For all lawful infrastructure purposes of the municipality on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in Column "B" of Schedule "A" attached hereto and forming a part hereof.
 - c) For purposes of the Metro Vancouver Regional District on the assessed value of land and improvements taxable for regional hospital district purposes, rates appearing in Column "C" of Schedule "A" attached hereto and forming a part hereof.
2. This Bylaw may be cited as "Tax Rates Bylaw No. 578, 2020"

READ A FIRST TIME

READ A SECOND TIME

READ A THIRD TIME

ADOPTED

Mayor

Corporate Officer

**Certified a true copy of
Tax Rates Bylaw No. 578, 2020 as adopted.**

Corporate Officer

SCHEDULE "A"**Forming part of Tax Rates Bylaw No. 578, 2020****TAX RATES****(Dollars of tax per \$1,000.00 taxable value)**

Property Class	A General Municipal	B Infrastructure Levy	C Metro Vancouver Regional District
1. Residential	1.7082	0.1733	0.0610
2. Utilities	40.0000	0.0000	0.2135
6. Business and Other	4.7520	0.4822	0.1495
8. Recreation / Non-Profit	1.7082	0.1733	0.0610



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	2020 Utilities Discount Amendment Bylaw No. 579, 2020		
Author	Peter DeJong	Reviewed By:	Pamela Rooke
Date	April 13, 2020	Version	
Issued for	April 21, 2020 Regular Council Meeting		

Recommendation:

THAT 2020 Utilities Discount Amendment Bylaw No. 579, 2020 be introduced, given three readings and adopted.

Attachments:

- (1) 2020 Utilities Discount Amendment Bylaw No. 579, 2020; and
- (2) Relevant portions of:
 - (a) Water Rates and Regulations Bylaw No. 2, 1971, as amended;
 - (b) Sewer User Rates Bylaw No. 122, 1984, as amended;
 - (c) Garbage and Recycling Collection Bylaw No. 455, 2013, as amended.

Key Information:

Prior to March 31, 2020, Council agreed to extend the discount period for payment of 2020 utilities due to the hardships created by the COVID-19 pandemic. The utilities are not payable until December 31, 2020, but residents who pay by March 31st would normally receive a discount in accordance with the rates set out in Schedule A of each of the Water, Sewer and Waste Collection bylaws noted above. The attached bylaw No. 579 contains the legal mechanics to give effect to Council's direction.

Options:

- (1) Approve the recommendation;
- (2) Amend Bylaw No. 579 and then read and adopt it;
- (3) Refer the bylaw back to staff with alternative directions.

Preferred Option: Option 1.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Follow Up Action and Communication Plan: Post the adopted bylaw on the Municipality's website. Additional communications will be part of the Village Update as we approach June 1, 2020.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



2020 Utilities Discount Amendment Bylaw No. 579, 2020

Adopted: April 21, 2020

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

**2020 Utilities Discount Amendment
Bylaw No. 579, 2020**

A bylaw to extend the period for discounted payments of utilities for the 2020 year

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

1. This bylaw may be cited for all purposes as “2020 Utilities Discount Amendment Bylaw No. 579, 2020”.
2. Water Rates and Regulations Bylaw No. 2, 1971, as amended, is hereby amended by adding the following words to section 6 (2) (a):

“, other than the year 2020, when a prompt payment discount shall be allowed, as set out in Schedule “A” if payment is made on or before the 1st day of June.”
3. Sewer User Rates Bylaw No. 122, 1984, as amended, is hereby amended by adding the following words to section 2 (c):

“, other than the year 2020, when a prompt payment discount shall be allowed, as set out in Schedule “A” if payment is made on or before the 1st day of June.”
4. Garbage and Recycling Collection Bylaw No. 455, 2013, as amended, is hereby amended by:
 - (a) moving the last sentence of section 15 to become the last sentence of section 14; and
 - (b) adding the following to the amended section 15:
“, other than the year 2020, when a prompt payment discount shall be allowed, as set out in Schedule “A” if payment is made on or before the 1st day of June.”

**READ A FIRST, SECOND AND THIRD TIME
ADOPTED**

**April 21, 2020
April 21, 2020**

Mayor

Corporate Officer

**Certified a true copy of Water Rates and Regulations Bylaw No. 2, 1971 ,
Amendment Bylaw No. 568, 2020, as adopted.**

Corporate Officer



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Water Rates and Regulation Bylaw No. 2, 1971

Office Consolidation

This document is an office consolidation of Water Rates and Regulation Bylaw No. 2, 1971, with subsequent amendments adopted by the Village of Lions Bay.

All persons making use of this consolidation are reminded that it has no Council sanction, that amendments have been incorporated only for convenience of reference, and that for all purposes of interpretation and application, the original bylaws should be consulted. The Village of Lions Bay will, in no event, be liable or responsible for damages of any kind arising out of the use of this consolidation.

This is not the official version of Water Rates and Regulations Bylaw No. 2, 1971, as amended, nor is it admissible in a court of law. For such purposes, official certified copies of the original bylaws can be obtained from the Village Office or by contacting us at: admin@lionsbay.ca

List of Amending Bylaws

Bylaw No.	Section	Description	Adopted/In Force
44	Sched A	Replaces Schedule A	April 5, 1976
110	Sched A	Replaces Schedule A	July 4, 1983
119	Sched A, 6-3(a)	Replaces Schedule A, amends text,	June 4, 1984

BY LAW NO. 2

Sheet 2

129	Sched A	Replaces Schedule A	May 6, 1985
144	Sched A	Replaces Schedule A	May 5, 1986
159	Sched A	Replaces Schedule A	January 4, 1988
174	Sched A	Replaces Schedule A	January 9, 1989
189	Sched A	Replaces Schedule A	February 4, 1991
197	Sched A	Replaces Schedule A	February 3, 1992
210	Sched A	Replaces Schedule A	February 1, 1993
225	Sched A	Replaces Schedule A	January 24, 1994
236	Sched A	Replaces Schedule A	February 6, 1995
249	Sched A	Replaces Schedule A	February 6, 1996
262	Sched A	Replaces Schedule A	January 6, 1997
273	Sched A	Replaces Schedule A	January 5, 1998
287	Sched A	Replaces Schedule A	March 1, 1999
304	Sched A	Replaces Schedule A	March 6, 2000
319	Sched A	Replaces Schedule A	March 5, 2001
331	Sched A	Replaces Schedule A	March 4, 2002
342	Sched A	Replaces Schedule A	March 3, 2003
357	Sched A	Replaces Schedule A	March 1, 2004
365	Sched A	Replaces Schedule A	March 7, 2005
378	Sched A	Replaces Schedule A	Feb 27, 2006
387	Sched A	Replaces Schedule A	March 8, 2007
399	Sched A	Replaces Schedule A	Feb 18, 2008
419	Sched A	Replaces Schedule A	Feb 3, 2010
426	Sched A	Replaces Schedule A	Feb 21, 2011
441	Sched A	Replaces Schedule A	Feb 21, 2012
454	Sched A	Replaces Schedule A	Feb 21, 2013
465	3.1(1) and 4	Delete connection charges of Sched A and amend s.4 text	
467	Sched A	Replaces Schedule A	Feb 18, 2014
482	Sched A	Replaces Schedule A	Feb 17, 2015
499	Sched A	Replaces Schedule A	Feb 16, 2016
497	4,	Amends s.4 text, amends Schedule 'A'	Dec 20, 2016 /January 1, 2017
514	Sched A	Replaces Schedule A	Feb 21, 2017
538	Sched A	Replaces Schedule A	Feb 20, 2018
557	Sched A	Replaces Schedule A	Feb 19, 2019
<u>568</u>	<u>Various</u>	<u>Typos & Housekeeping, Clarifying Payment Due Date, Replace Schedule A Rates</u>	<u>Feb.18, 2020</u>
<u>579</u>	<u>2</u>	<u>Amends s.6(2)(a) to Extend 2020 Discount Period</u>	<u>April 21, 2020</u>

VILLAGE ~~OP-OF~~ LIONS BAY

BYLAW NO. 2

A by-law to regulate the rates, terms and conditions under which water from the municipal water utility may be supplied and used.

The Council of the Village of Lions Bay, in open meeting assembled, ENACTS AS FOLLOWS:

~~THE COUNCIL of the Village of Lions Bay, in open meeting assembled, enacts as follows:~~

1. INTERPRETATION

In this by-law, unless the context otherwise requires, "Clerk" means the Clerk of the Village of Lions Bay.

"water connection" means the water line extending from the water main to the property line of the property being serviced or about to be serviced;

"consumer" means any person, company or corporation who is the owner or agent for the owner of any premises to which water is supplied or make available from the works and also any person who is the occupier of any such premises, and also includes any premises or by any service from the said works;

"service pipes" means that portion of the water supply line extending from the property line of the property concerned to the building situated thereon, and joining the water connection to the plumbing system at the building;

"Water mains" means any water service under the control of

the municipality which is intended for public use;

"water service" means the supply of water from the water works to any person and all the taps, valves, meters, connections and other things necessary to any actually used for the purpose of such supply;

"works" means the waterworks of the Village of Lions Bay

2. APPLICATION FOR SERVICES

(1) Application in the form of "Schedule C" attached and forming part of this by-law for the supplying of water to any property shall be made and delivered to the Clerk, and must be signed by the owner of such property or his duly authorized agent, signing as such or by the consumer applying for such service. Each application, when signed by the potential customer, shall be an agreement whereby the customer agrees to abide by the terms

(2) Upon approval of the application by the Clerk, he may turn on or cause to be turned on, the water service to the consumer's premises.

3. CONNECTIONS

(1) Application in the form of "Schedule B" attached to and forming part of this by-law for the installation and connection of a water service to any parcel of land shall be delivered to the Clerk, which shall be signed by the owner of the property or his duly authorized agent signing as such, and shall be accompanied by the required connection charges as established in section 4 of this by-law.

Sheet 5BY LAW NO. 12 |

- (2) Where any new building or structure is being build and will come within the provisions of this by-law, the owner or his agent shall make application for a connection permit at the same time he makes application for a building permit.
- (3) The Clerk shall determine the size of the pipe that is to be used in supplying any premises, the position to the street in which it is to be placed, and the main to which the connection shall be made if there is a choice of mains.
- (4) Upon approval of the application by the Clerk, a water connection extending from the water main to the applicant's property line shall be laid, unless already laid; thereupon the owner shall connect his service pipe to the water connection in accordance with the regulations hereinafter contained.
- (5) No work shall be permitted to be done on or under any street other than by an employee or agent of the municipality and no person shall be allowed to make any connection within eh waterworks system without the permission in writing from the Clerk.
- (6) It shall be the responsibility of the consumer to supply, install and maintain the connection or joint at the property line between the consumer's service pipe and the municipality's connection pipe. The said connection or joint shall be of an approved flange or flare-type fitting. No soldered joints below ground will be permitted.

4. CONNECTION CHARGE

Fees for services that may be or are provided under this Bylaw shall be payable as set out in Fees Bylaw No. 497, 2016, as amended.

[amended by Bylaw No. 465]

[amended by Fees Bylaw No. 497, 2016]

5. SERVICE PIPES

- (1) Before any person shall install or construct any water service, or commence doing any construction work in relation to or in connection with, he shall notify the Clerk in writing. If required by the Clerk he shall furnish a plan and specification which shall show:
 - (a) The purpose for which the water is to be used, the size of the pipes and the number of outlets in connection with such an installation;
 - (b) A ~~de~~scription of the material which the applicant proposes to use in connection with such and installation or construction.
- (2) The installation of service pipes shall be the responsibility of the property owner but shall conform to the specification approved by the Clerk.
- (3) All underground pipes on any premises shall be placed below the frost line, and in no cases, not less than thirty inches (30") below the surface of the ground or in placed under a driveway, sidewalk or other area that will be cleared of snow, not less than forty eight inches (48") below the surface of the ground. All other pipes exposed to frost shall be properly and sufficiently protected therefrom.

- (4) It shall be the duty of every consumer to provide that all taps, fittings and other things connected with the service within the premises are in good order and installed and connected in accordance with the provision of the Building and Plumbing By-Laws.
- (5) Every premises shall have a properly place stop and waste cock.
- (6) When the owner's service pipe plans and waster connection application have been approved he may proceed with the installation of the service pipes. When the service pipes have been installed, but before the excavation is backfilled, the Clerk shall be notified that such works is ready for inspection and shall make such inspection within two days thereafter, excluding Sunday's and holidays.
- (7) The backfilling of the service pipe shall not be commenced until the Clerk has signified in writing that he is satisfied that the materials and workmanship employed are to his satisfaction and that the pertinent sections of this and other by-laws have been adhered to.
- (8) The Clerk or any other officer or employees of the municipality shall refuse to turn on water to any premises not complying with this section.
- (9) (a) In the event of leakage, freezing or other condition which
causes the interruption of supply in the service pipe, repairs shall be the responsibility of the consumer. If the consumer feels that such conditions are present in the municipality's connection pipe and not in the consumer's service pipe, he shall deposit with the

municipality a sum of money equal to the Clerk's estimate of the cost of excavation and backfilling required.

(b) In the event the municipality's connection pipe is faulty and is the cause of the consumer's complaint, the municipality shall repair such faults and return the deposit to the consumer. If there is no fault found in the municipality's connection pipe, the consumer shall forfeit that portion of the deposit in the amount equal to the actual cost of the work, any surplus being returned to the consumer. The consumer shall have the right to inspect the site of the excavation by the municipality and satisfy himself as to the condition of the connection pipe.

(10) Every consumer shall provide for each service to his premises a pressure reducing valve and pressure relief valve in the event water pressure in the main serving his premises shall be ore become so great as may cause damage.

6. RATES

(1) There is hereby imposed and levied a water user rate upon all users of the water supplied by the municipal water utility.

(2) The Clerk shall classify each consumer in accordance with categories set out in Schedule "A", attached to and forming part of this by-law and the consumer is liable for the appropriate rate covering the annual period January 1st to December 31st.

(a) Rates shall be due and payable to the Village of Lions Bay on or before December 31st each year. A prompt payment

discount shall be allowed, as set out in Schedule "A" if payment is made on or before the 31st of March of each year, other than the year 2020, when a prompt payment discount shall be allowed, as set out in Schedule "A" if payment is made on or before the 1st day of June. ~~The period the rates cover is from January 1st -- December 31st.~~

[amended by Bylaw No. 119]

- (b) Further to the above mentioned fees and charges there shall be payable to the Village of Lions Bay a charge of twenty dollars (\$20.00) when the owner or occupier requests to be furnished with water after the water supply to the premises has been shut off by the order of Council.
- (c) Any rate remaining unpaid on the thirty first of December shall be deemed to be taxes in arrear in respect of the property in respect of which the consumer dwells and shall forthwith be entered on the real property tax roll by the Collector of taxes in arrears.
- (d) (a) No contractor, builder or other person shall use for building purposes of any kind any water from any pipe or main of the waterworks or from any other consumer without written approval of the Clerk.
- (b) Application for such service shall be made in the manner prescribed in section 3 of this by-law and the user shall agree to pay the rates applicable, the connection fee if one is required and to properly protect the supply pipe, meter and other facilities of the waterworks.

- (e) (a) No person, except an employee of the municipality in the Course of his employment, or a member of the municipal fire department on duty, shall without the written authority of the Clerk, open any hydrant, standpipe or valve or use any water therefrom. Such authority shall reserve to the municipality the right to stop such use at any time for any reason without liability for damages resulting therefrom in any manner whatsoever.
- (b) Every person who receives such authority shall deposit with the Clerk a cash bond of Fifty dollars (\$50.00) and the municipality may deduct from such bond whatever charges shall be payable to the municipality in its reasonable discretion for the sue of the water and for damages to the main, hydrant, standpipe or valve.
- (c) Every person who uses water from any hydrant or standpipe shall pay to the municipality on demand a charge of Five dollars (\$5.00) or the sum of Two dollars (\$2.00) per day for such use or any part thereof, whichever sum shall be the greater.

7. REGULATIONS

- (1) No person shall destroy, injure or tamper with any hydrant, or other fixture of the waterworks, and no person shall in any manner interfere or meddle with the water connection or works in any street, or make any additions or alterations to the water system or any connection, or turn on or off any corporation stop-cock, service valve or gate-valve without express approval of the Clerk.
- (2) No person shall sell or dispose of water from the municipal

water system, or give it away to any person or persons whatsoever, or permit it to be taken away or carried away by any person or persons, whomsoever, or to use or supply it to the use or benefit of others.

- (3) No connection or cross connection between the municipal water system and any other water system or source of water supply shall be permitted.
- (4) No person shall use water for irrigation purposes.
- (5) No person shall obstruct at any time or in any manner the access to any hydrant, valve, stop-cock or other fixture connected with the works, and should any person obstruct such access the Clerk or any other employee or servant of the municipality may, by his order, remove such obstruction and the expense of such removal shall be charged to and paid by the person so offending, and on non-payment thereof, on demand, the municipality may recover said expense in a Court of competent jurisdiction.
- (6) No person shall obstruct or prevent the Clerk or any person authorized by him from carrying out any or all of the provisions of this by-law, nor shall any person refuse to grant the Clerk or any person authorized by him, permission to inspect any water service work at any reasonable time.

8. ADMINISTRATION

- (1) The Clerk is hereby authorized and directed to have a general supervision over the municipal waterworks and to see that the provisions of this by-law are carried out.
- (2) The Clerk shall have the power, subject to the consent of the Council, to appoint assistants and inspectors for the

purpose of ~~effectually~~effectively carrying out the provisions of this by-law, and wherever the Clerk is authorized or directed to perform any act or duty under this by-law, such act or duty may be performed by an inspector of employee authorized by the Clerk to perform such act or duty.

- (3) Nothing contained in this by-law shall be construed to impose any liability on the municipality to service any person or premises or to give a continuous supply of water to any person or premises.
- (4) The municipality shall not be liable for the failure of the water supply in consequence of accident or damage to the works, or to the excessive pressure or lack of pressure, or any temporary stoppage thereof on account of alterations or repairs, whether such failure arises from negligence of any person in the employ of the municipality or other person whomsoever, or through natural deterioration or obsolescence of the municipality's system or otherwise, howsoever; but in the event of such failure or stoppage continuing for more than fifteen consecutive days, an equitable reduction shall be made on all rates or services affected thereby.
- (5) The municipality may, without notice, disconnect the water service to any premises for any of the following reasons, and the municipality shall not be liable for damage by reason of discontinuing water service for such reasons:
 - (a) Unnecessary or wasteful use of water, or violation of regulations concerning watering or sprinkling;
 - (b) Non-payment of rates;
 - (c) Failure to replace or repair defective pipes, fittings, valves, tanks or appliances which are leaking or are

otherwise not in a good state of repair and which are or may become a cause of waste of water;

(d) For repairs;

(e) For want of supplies;

(f) For employing any pump, booster or other ~~device~~device for the purposes of, or having the effect of, increasing water pressure in service lines without obtaining approval of Council;

(g) For violation of any of the- provisions of this by-law.

(6) The Council may, in its discretion, whenever the public interest so requires, suspend or limit the consumption of water from the municipal water system, or may regulate the hours of use, or may further prescribe the manner in which such water may be used.

9. OFFENCES

Any person who violates any provision of this by-law shall be deemed to have committed an offence and is punishable in accordance with the Summary Convictions Act; and each day on which the violation occurs shall be considered a separate offence.

10. CITATION

This by-law may be cited as the "Water Rates and Regulations By-law No. 2".

BY LAW NO. 2

Sheet 14

READ a first time this *24* day of *JANUARY* 1971
 READ a second time this *24* day of *JANUARY* 1971
 READ a third time this *18* day of *FEBRUARY* 1971

APPROVED by the Lieutenant-Governor in Council on the *9th*
 day of *MARCH* 1971.

RECONSIDERED and ADOPTED on the *5th* *APRIL* day of *MARCH* 1971

Wm. Jewell
 Mayor

CB D. Lucas
 Village Clerk

Certified a true copy of
 By-law #2.

CB D. Lucas
 Village Clerk.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Sewer User Rates By-law No. 122, 1984

Office Consolidation

This document is an office consolidation of Sewer User Rates By-law No. 122, 1984 with subsequent amendments adopted by the Village of Lions Bay.

All persons making use of this consolidation are reminded that it has no Council sanction, that amendments have been incorporated only for convenience of reference, and that for all purposes of interpretation and application, the original bylaws should be consulted. The Village of Lions Bay will, in no event, be liable or responsible for damages of any kind arising out of the use of this consolidation.

This is not the official version of Sewer User Rates By-law No. 122, 1984, as amended, nor is it admissible in a court of law. For such purposes, official certified copies of the original bylaws can be obtained from the Village Office or by contacting us at: admin@lionsbay.ca

List of Amending Bylaws

Bylaw No.	Section	Description	Adopted
162	Sch. A	Replaces Schedule A	January 4, 1988
202	Sch. A	Replaces Schedule A	May 4, 1992
222	Sch. A	Replaces Schedule A	unknown
240	Sch. A	Replaces Schedule A	February 6, 1995
251	Sch. A	Replaces Schedule A	February 5, 1996
264	Sch. A	Replaces Schedule A	January 6, 1997
275	Sch. A	Replaces Schedule A	January 5, 1998
295	Sch. A	Replaces Schedule A	May 11, 1999
371	Sch. A	Replaces Schedule A	May 2, 2005
382	Sch. A	Replaces Schedule A	April 18, 2006
389	Sch. A	Replaces Schedule A	February 19, 2007
400	Sch. A	Replaces Schedule A	February 18, 2008
406	Sch. A	Replaces Schedule A	February 2, 2009
418	Sch. A	Replaces Schedule A	February 3, 2010
456	Sch. A	Replaces Schedule A	May 9, 2013
469	Sch. A	Replaces Schedule A	April 15, 2014
486	Sch. A	Replaces Schedule A	May 12, 2015

501	2abc, Sch. A	Section 2 text amended, replaces Schedule A	February 16, 2016
515	Sch. A	Replaces Schedule A	February 21, 2017
539	Sched A	Replaces Schedule A	February 20, 2018
558	2	Replaces Schedule A	February 19, 2019
<u>569</u>	<u>2</u>	<u>Amends s.2a re. due date for payment to Dec.31st</u>	<u>Feb.18, 2020</u>
<u>579</u>	<u>3</u>	<u>Amends 2(c) to extend 2020 discount period</u>	<u>April 21, 2020</u>

THE MUNICIPALITY OF THE VILLAGE OF
LIONS BAY

By-law # 122 - Sewer Use Rate

A by-law to provide for the imposition of a charge against the owner or occupier of real property for the use of the sewer system of the municipality.

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

1. There is hereby imposed and levied a sewer user charge against owner or occupier of land or real property whose property is connected to the sewer system and the clerk shall classify each consumer in accordance with the categories set out in Schedule "A", attached to and forming part of this By-law.

2. (a) ~~Rates shall be due and payable to the Village of Lions Bay on or before December 31st each year. The rates shall be due and payable at the office of the Collector, Municipal Office by the 31st day of March of each year.~~

[Amended by Bylaw No. 501]

(b) The period the rates cover is from January 1st to December 31st of each year.

[Amended by Bylaw No. 501]

(c) A prompt payment discount shall be allowed, as set out in Schedule "A", if payment is made on or before the 31st day of March of each year, other than the year 2020, when a prompt payment discount shall be allowed, as set out in Schedule "A" if payment is made on or before the 1st day of June..

[Amended by Bylaw No. 501]

[Amended by Bylaw No. 579]

3. Any rate remainng unpaid on the thirty-first of December shall be deemed to be taxes in arrear on the property concerned and shall be forthwith entered on the real property tax roll by the Collector as taxes in arrear.

4. This by-law may be cited as the "Sewer User Rates By-law No. 122, 1984".

READ a first time this 11th day of May, 1984.

READ a second time this 11th day of May, 1984.

READ a third time this 11th day of May, 1984.

RECEIVED the APPROVAL of the MINISTER OF MUNICIPAL AFFAIRS
this 12th day of June 1984.

RECONSIDERED and FINALLY PASSED AND ADOPTED
this 9th day of July 1984.

Mayor

Clerk

Certified a true copy of By-law No. 122 at third reading.

Clerk

SCHEDULE "A"

**Attached to and forming
part of Bylaw No. 122, 1984, as amended**

SEWER USER RATES

Prompt Payment Discount

1. Single Family Residence	\$840.42 per year	2.5%
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[Amended by Bylaw No. 558]



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Garbage and Recycling Collection Bylaw No. 455, 2013

Office Consolidation

This document is an office consolidation of Garbage and Recycling Collection Bylaw No. 455, 2013 with subsequent amendments adopted by the Village of Lions Bay.

All persons making use of this consolidation are reminded that it has no Council sanction, that amendments have been incorporated only for convenience of reference, and that for all purposes of interpretation and application, the original bylaws should be consulted. The Village of Lions Bay will, in no event, be liable or responsible for damages of any kind arising out of the use of this consolidation.

This is not the official version of Garbage and Recycling Collection Bylaw No. 455, 2013, as amended, nor is it admissible in a court of law. For such purposes, official certified copies of the original bylaws can be obtained from the Village Office or by contacting us at: admin@lionsbay.ca

List of Amending Bylaws

Bylaw No.	Section	Description	Adopted
468	Sch. A	Schedule A replaced	February 18, 2014
483	Sch. A	Schedule A replaced	February 17, 2015
500	Sch. A	Schedule A replaced	February 16, 2016
516	3, 14, 16, SchA	Various amendments to text, Schedule A replaced	February 21, 2017

Village of Lions Bay
 Garbage and Recycling Collection Bylaw No. 455, 2013

540	Sched. A	Replaces Schedule A	February 20, 2018
559	Sched A	Replaces Schedule A	February 19, 2019
<u>570</u>	<u>2(a)&(b)</u>	<u>Amends payment due date in s.14 to Dec.31 and amends amount payable in Schedule A</u>	<u>Feb.18, 2020</u>
<u>579</u>	<u>4(a)&(b)</u>	<u>Amends sections 14 and 15, extending the discount period for 2020</u>	<u>April 21, 2020</u>

Garbage and Recycling Collection Bylaw No. 455, 2013

WHEREAS Council deems it advisable to adopt a Bylaw to regulate the terms and conditions for the collection and disposal of solid waste, recycling, and green yard waste, and the rates payable for these services; and

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

TITLE

1. This Bylaw may be cited as "Garbage and Recycling Collection Bylaw No. 455, 2013".

PAST BYLAWS REPEALED

2. Waste Collection Bylaw No. 440 is hereby repealed.

DEFINITIONS

3. In this Bylaw:

“dangerous wildlife” means wildlife such as a bear, cougar, raccoon, or wolf;

“green waste” means organic compostable waste, including garden waste and food waste;

[Amended by Bylaw No. 516, 2017]

“wildlife resistant container” means a secure fully enclosed container with a lid and latching device, of sufficient design and strength to deter access by dangerous wildlife;

“wildlife resistant enclosure” means a structure which has four enclosed sides, a roof, doors, and a latching device, of sufficient design and strength to deter access by dangerous wildlife;

SYSTEM ESTABLISHMENT

4. The Village hereby establishes and continues the equipping, maintenance and operation of a system of solid waste, recycling, and green yard waste collection.

OBLIGATION OF RESIDENTS

5. Every owner or resident shall provide and maintain in good order and repair, garbage receptacles, with tight waterproof covers. The amount of garbage shall not exceed 154 litres in total and no receptacle shall contain more than 121 litres. 2 receptacles are allowed per household; tags for additional receptacles may be purchased at the Village Office.
6. The receptacles required under this by-law shall at all times be securely housed to ensure that the contents do not attract wildlife.

The receptacles can shall at no time be kept on or encroach upon or project over any street or lane.

7. Recycling is to be placed in the blue recycling boxes, and in blue or yellow bags, as established by Village waste guidelines. Additional cardboard may be placed roadside, in flattened, neatly tied bundles, to a maximum bundle size of 3 feet by 3 feet (3' x 3').
8. Green waste collection is to be placed in brown kraft green waste bags, biodegradable plastic bags, or in containers that have been clearly marked 'Yard Trimmings'. Branches should not be more than 3" (3 inches) in diameter, and bundles of branches no greater than 3' (3 feet) long.
9. No liquids or free water shall be put or placed in or allowed to run into or accumulate in any garbage receptacle, and all such receptacles shall at all times be covered with a watertight cover.
10. All garbage and recycling receptacles shall be placed by the householder within 10 feet of the road boundary in front of the householder's premises not earlier than 5:00 a.m. on the day the garbage is scheduled for removal.
11. All waste material which is not garbage, rubbish, kitchen waste, recycling, or green waste shall be placed in a safe place convenient for handling and the owner or occupier shall make the necessary arrangements with the garbage contractor for the disposal of such waste material and shall be responsible for all costs in connection with same.
12. Every owner or occupier of land is hereby compelled to make use of the garbage, recycling, and green waste disposal system established and continued hereunder and shall pay for the collection of garbage, rubbish, waste, recycling, and green waste from premises as herein provided.

SERVICE PROVIDED BY VILLAGE

13. Garbage, rubbish, solid waste, recycling, and green waste shall be picked up by the disposal service of the Village regularly each week and the regular pick up schedule may be altered by resolution of Council provided that ten days' notice of the change is given to the householder or business proprietor.

COLLECTION RATES

14. Rates for the collection of garbage, recycling and green waste as per Schedule "A" attached hereto and forming part of this By-law are hereby imposed on the owners of land or occupiers of premises and are due and payable by the 31st day of ~~March~~ December of each year.
[Amended by Bylaw No. 516, 2017]
[Amended by Bylaw No. 570, 2020]
15. A prompt payment discount shall be allowed, as set out in Schedule "A" if payment is made by the 31st of March of each year, other than the year 2020, when a prompt payment discount shall be allowed, as set out in Schedule "A" if payment is made on or before the 1st day of June. The period the rates cover is from January 1 to December 31 of each year.
16. The rate chargeable under this section in the calendar year in which the collection of garbage, recycling and green waste commences shall be one-twelfth (1/12) of the full rate as set out in Schedule "A" multiplied by the number of full months remaining in the calendar year of service commencement.
[Amended by Bylaw No. 516, 2017]
17. Any rate remaining unpaid on the 31st day of December shall be deemed to be taxes in arrears in respect of the property in respect of which the consumer dwells and shall forthwith be entered on the real property tax roll by the Collector as taxes in arrears.
18. The rates established hereunder shall commence effective January 1 of each year.

WILDLIFE RESISTANT CONTAINERS AND ENCLOSURES

19. Every outdoor container or receptacle used for depositing or storing food waste or other edible waste that could attract dangerous wildlife shall be a wildlife resistant container, or stored in a place that cannot be accessed by dangerous wildlife.

This section does not apply to composting or on garbage days.
20. Every commercial, industrial, institutional and tourist accommodation building, and every multiple family residential development having three or more dwelling units, shall be provided with a garbage storage site located inside a building or within a wildlife resistant enclosure.
21. Garbage and recycling containers required for temporary special events, such as weekend sports tournaments, weddings, Fire Department Picnic, Halloween and Canada Day are exempt from this requirement if emptied before 10:00 p.m.
22. Wildlife resistant containers and wildlife resistant enclosures must be kept closed and secure when waste is not being deposited and if damaged, must be repaired in a timely fashion.

DANGEROUS WILDLIFE – SMART PRACTICES

23. If dangerous wildlife are attracted by any of the following, then these smart practices shall apply:

- (a) Feeding dangerous wildlife and depositing or storing any domestic garbage, pet food, food waste, or other edible waste that could attract dangerous wildlife is prohibited.
- (b) Bird feeders must be suspended on a cable or other device so that they are inaccessible by dangerous wildlife.
- (c) Bee hives must be protected by an electric fence or otherwise be made inaccessible to dangerous wildlife.
- (d) Outdoor fridges or freezers must be inaccessible to dangerous wildlife.
- (e) No meat by-products or waste shall be put in compost piles.

OFFENCE AND PENALTY

- 24. Every person who contravenes any provision of this Bylaw commits an offence and upon summary conviction is liable to a fine not exceeding \$1000.00 and the cost of prosecution.

SEVERABILITY

- 25. If any section or lesser portion of this Bylaw is held to be invalid by a Court, the invalid portion shall be severed without affecting the validity of the remaining portions of this Bylaw.

READ A FIRST TIME	February 5, 2013
READ A SECOND TIME	February 5, 2013
READ A THIRD TIME	February 19, 2013
ADOPTED	February 21, 2013

Mayor

Secretary-Treasurer

**Certified a true copy of
Bylaw No. 455, 2013 as adopted.**

Corporate Officer

SCHEDULE "A"

**Attached to and forming
 part of Bylaw No. 455, 2013, as amended**

	Garbage, Recycling and Green Waste		Annual Charge	Prompt Payment Discount
1	Single Family Residences	Garbage, Recycling and Organics	\$340.00 <u>354.00</u>	3.5%
2	Strata Condominiums <u>Townhouses</u> (Crosscreek Road)	Garbage, Recycling and Organics	\$340.00 <u>354.00</u>	3.5%
3	Strata Apartments <u>Condominiums</u> (350 -Centre Road)	Recycling Only	\$153.00 <u>159.00</u>	3.5%
4	Businesses – Store/Café	Recycling Only	\$1,380.00 <u>1,435.00</u>	3.5%
5	Businesses - Other	Recycling Only	\$153.00 <u>159.00</u>	3.5%

[Amended by Bylaw No. ~~559~~70]

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	Bylaw 580 – Bylaw Notice Enforcement Bylaw Amendments		
Author	Karla Duarte	Reviewed By:	Peter DeJong
Date	April 15, 2020	Version	1
Issued for	April 21, 2020 Regular Council Meeting		

Recommendation:

THAT Bylaw Notice Enforcement Bylaw No. 385, 2006, Amendment Bylaw No. 580, 2020 be introduced, read three times and adopted.

Attachments:

- (1) Bylaw Notice Enforcement No. 385, 2006, Amendment Bylaw No. 580, 2020;
- (2) Bylaw Notice Enforcement Bylaw No. 385, 2006 (Office Consolidation)

Key Information:

Bylaw 385 requires amendments to correct penalty reference errors and amounts, specifically to schedule A, in respect of Bylaws 413, 428, 448, and 461. These corrections are required in order that any issued ticket reflects the correct section or subsection and the correct penalty amounts. The consolidation also includes the new North Shore Adjudication Registry Agreement entered into last year.

Options:

- (1) Give Bylaw 580 three readings and adoption.
- (2) Amend the bylaw and then give it three readings and adoption.
- (3) Provide staff with alternative direction.

Preferred Option: Give Bylaw 580 three readings and adoption. Adoption is required the same day, as bylaw enforcement is underway for the upcoming summer months in the Village.

Legal Considerations: Amendments to reflect the bylaws being referenced in order to ensure validity of any bylaw contraventions issued.

Follow Up Action: Provide Bylaw officers with the updated version of Schedule A.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Communication Plan: Provide Bylaw officers with the updated version of the Bylaw and post to the Village website.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY



Bylaw Notice Enforcement No. 385, 2006, Amendment Bylaw No. 580, 2020

Adopted: April 21, 2020

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

**Bylaw Notice Enforcement Bylaw No. 385
 Amendment Bylaw No. 580, 2020
 A bylaw to amend Bylaw Notice Enforcement Bylaw No. 385, 2006**

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

1. This Bylaw may be cited for all purposes as "Bylaw Notice Enforcement Bylaw No. 385, 2006, Amendment Bylaw No. 580, 2020".
2. Bylaw Notice Enforcement Bylaw No. 385, 2006, as amended, is hereby amended as follows:
 - (a) Schedule A of Bylaw 385 - Designated Bylaw Contraventions and Penalties is amended by deleting subsection 10(j) of Bylaw 413; and
 - (b) Schedule A of Bylaw 385 - Designated Bylaw Contraventions and Penalties is amended by renumbering subsections 10(k), 10(l), and 10(m) of Bylaw 413 as subsections 10(j), 10(k) and 10(l) and describing them as follows:

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
413	10 (j)	Park more than 72 hours	\$55	\$40	\$70	NO
413	10 (k)	Park more than 24 hours in snow	\$45	\$35	\$55	NO
413	10 (l)	Park in intersection	\$45	\$35	\$55	NO

- (c) Schedule A of Bylaw 385 - Designated Bylaw Contraventions and Penalties is amended by deleting subsections 21 (c) through 21 (k) and substituting the following:

413	21 (c)	Damage plants/grass on highway	\$100	\$90	\$110	NO
413	21 (d)	Damage or deface highway	\$100	\$90	\$110	NO

413	21 (e)	Dead animal on highway	\$45	\$35	\$55	NO
413	21 (f)	Camp on highway	\$45	\$35	\$55	NO
413	21 (g)	Make fire on highway	\$100	\$90	\$110	NO
413	21 (h)	Unsecure load	\$100	\$90	\$110	NO
413	21 (i)	Urinate/defecate on highway	\$100	\$90	\$110	NO
413	21 (j)	Overweight vehicle on highway	\$100	\$90	\$110	NO
413	21 (k)	Operate vehicle with lugged wheels	\$100	\$90	\$110	NO

(d) Schedule A of Bylaw 385 - Designated Bylaw Contraventions and Penalties is amended by adding subsection 21(l) under Bylaw 413 as follows:

413	21 (l)	Camp, loiter, imbibe alcohol in parking lot	\$100	\$90	\$110	No
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(e) Schedule A of Bylaw 385 - Designated Bylaw Contraventions and Penalties is amended by deleting sections 28 and 29 of Bylaw 428 and substituting the following:

428	28	Hinder Fire Rescue operations	\$450	\$425	\$475	NO
428	29	Damage or destroy Fire Rescue apparatus or equipment	\$450	\$425	\$475	NO

(f) Schedule A of Bylaw 385 - Designated Bylaw Contraventions and Penalties is amended by deleting sections 5.5 through 8.1 and section 12.3 of Bylaw 448 and substituting the following:

448	5.5	Improper climbing on structure	\$100	\$90	\$110	NO
448	5.6	Litter in park	\$100	\$90	\$110	NO
448	5.7	Unlawful waste in park receptacle	\$100	\$90	\$110	NO
448	6.1	Fireworks in park	\$250	\$230	\$270	NO
448	6.2	Make fire in park	\$100	\$90	\$110	NO

448	6.3	Improper barbecue in park	\$100	\$90	\$110	NO
448	6.5	Place burning substance in park	\$250	\$230	\$270	NO
448	6.6	Enter park at fire risk	\$250	\$230	\$270	NO
448	7.1	Sell/display goods/services in park	\$100	\$90	\$110	YES
448	7.2	Advertise in park	\$100	\$90	\$110	YES
448	7.3	Amplified noise in park	\$100	\$90	\$110	NO
448	8.1	Organized activity in park with no contract	\$100	\$90	\$110	NO
448	12.3	Prohibited sport in park	\$100	\$90	\$110	NO

(g) Schedule A of Bylaw 385 - Designated Bylaw Contraventions and Penalties is amended by deleting sections 6.3 through 7.4 of Bylaw 461 and substituting the following:

461	6.3	Fail to remove dog waste	\$60	\$50	\$70	NO
461	6.6.1	Dog at large	\$85	\$75	\$95	NO
461	6.6.5	Allow dog barking	\$85	\$75	\$95	NO
461	6.6.6	Keep more than three dogs	\$110	\$100	\$120	YES
461	6.7.1	Dog in prohibited area	\$60	\$50	\$70	NO
461	7.1(a)	Fail to provide food or water	\$60	\$50	\$70	NO
461	7.1(c)	Fail to exercise dog	\$60	\$50	\$70	NO
461	7.1(e)	Fail to provide medical care for dog	\$60	\$50	\$70	NO
461	7.2	Fail to provide proper shelter for dog	\$60	\$50	\$70	NO
461	7.4	Choke collar/neck cord used to tether	\$60	\$50	\$70	NO

READ A FIRST TIME
READ A SECOND TIME
READ A THIRD TIME
ADOPTED

April 21, 2020
April 21, 2020
April 21, 2020
April 21, 2020

Mayor

Corporate Officer

**Certified a true copy of Bylaw Notice Enforcement No. 385, 2006,
Amendment Bylaw No. 580, 2020, as adopted.**

Corporate Officer



Bylaw Notice Enforcement Bylaw No. 385, 2006

Office Consolidation

This document is an office consolidation of Bylaw Notice Enforcement Bylaw No. 385, 2006 with subsequent amendments adopted by the Village of Lions Bay.

All persons making use of this consolidation are reminded that it has no Council sanction, that amendments have been incorporated only for convenience of reference, and that for all purposes of interpretation and application, the original bylaws should be consulted. The Village of Lions Bay will, in no event, be liable or responsible for damages of any kind arising out of the use of this consolidation.

This is not the official version of Bylaw Notice Enforcement By-law No. 385, 2006 as amended, nor is it admissible in a court of law. For such purposes, official certified copies of the original bylaws can be obtained from the Village Office or by contacting us at: admin@lionsbay.ca

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List of Amending Bylaws

Bylaw No.	Section	Description	Adopted
415	1 2 3	Amends s.9.2 re. designated classes of persons that may be appointed as screening officers Amends s.11.1 re. RCMP as police force Replaces Schedule A	July 21, 2009
434	Sched A	Replaces Schedule A	June 20, 2011
492	Sched A	Replaces Schedule A	June 2, 2015
495	Sched A	Replaces Schedule A	July 7, 2015
507	2(a) 2(b)	Amends penalties under Bylaw No. 428 (Fire), Sections 32, 33, 35 and 52. Adds penalties for Bylaw No. 393 (Trees)	July 19, 2016
533	2(a) 2(b) 2(c)	Adds penalties for Secondary Suite contraventions per s.10.1 of Bylaw No. 234 Amends penalties for provisions re. ss. 8(2), 10(a), 10(h), and 10(k) of Bylaw No. 413 Deletes penalties for Bylaw No. 362 and substitutes penalties for Bylaw No. 520	November 7, 2017
555	2(a)	Deletes and replaces section 8.2	January 22, 2019
577	2(a)	Amends penalty description for s.10.3 of Bylaw No. 448 & amends penalty amounts for various sections of Bylaw No. 448	March 26, 2020
<u>580</u>	<u>2(a)</u> <u>2(b)</u> <u>2(c)</u>	<u>Amends subsection to reflect amendment bylaw 528</u> <u>Amends references to subsections</u> <u>Inserts subsection 21(l)</u>	

VILLAGE OF LIONS BAY

BYLAW NO. 385, 2006

Table of Contents

	Page #
Part 1 Citation.....	2
Part 2 Severability	2
Part 3 Definitions.....	2
Part 4 Terms	2
Part 5 Bylaw Contraventions.....	3
Part 6 Offence and Penalty	3
Part 7 Period for Paying a Disputed Notice	3
Part 8 Bylaw Notice Dispute Adjudication Registry.....	4
Part 9 Screening Officers	4
Part 10 Powers, Duties and Functions of Screening Officers	4
Part 11 Bylaw Enforcement Officers	6
Part 12 Form of Bylaw Notice	6
 Schedules	
Schedule A - Designated Bylaw Contraventions and Penalties.....	8
Schedule B – North Shore Bylaw Dispute Adjudication Registry Agreement.....	12

Village of Lions Bay

Bylaw Notice Enforcement Bylaw No. 385, 2006

A bylaw respecting the enforcement of bylaw notices in conjunction with the North Shore Bylaw Adjudication Registry

The Council of the Municipality of Village of Lions Bay enacts as follows:

Part 1 Citation

- 1.1 This Bylaw may be cited as Bylaw Notice Enforcement Bylaw No. 385, 2006 (North Shore Bylaw Notice Dispute Adjudication Registry).

Part 2 Severability

- 2.1 If a portion of this bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.

Part 3 Definitions

- 3.1 In this bylaw:

"**Act**" means the *Local Government Bylaw Notice Enforcement Act*;

"**Municipality**" means the Municipality of the Village of Lions Bay;

"**Registry**" means the North Shore Bylaw Notice Adjudication Registry established pursuant to Part 8 of this Bylaw.

Part 4 Terms

- 4.1 The terms in this bylaw have the same meaning as the terms defined in the Act.

Part 5 Bylaw Contraventions

-
- 5.1 The bylaw and bylaw contraventions designated in Schedule A may be dealt with by bylaw notice.

Part 6 Offence and Penalty

- 6.1 The penalty for a contravention referred to in Part 5 is as follows:
- 6.1.1 subject to subsection 6.1.2 and 6.1.3, is the Penalty amount set out in column A1 of Schedule A,
 - 6.1.2 if received by the Municipality within 14 days of the person receiving or being presumed to have received the notice, is the Early Payment Penalty set out in column A2 of Schedule A,
 - 6.1.3 if more than 28 days after the person received or is presumed to have received the bylaw notice, is subject to a late payment surcharge in addition to the penalty under subsection 6.1.1, and is the Late Payment Penalty set out in column A3 of Schedule A,

Part 7 Period for Paying a Disputed Notice

- 7.1. A person who receives a bylaw notice must, within 14 days of the date on which the person received or is presumed to have received the bylaw notice:
- 7.1.1 pay the penalty, or
 - 7.1.2 request dispute adjudication by filling in the appropriate portion of the bylaw notice indicating either a payment or a dispute and delivering it, either in person during regular office hours, or by mail, to the Village of Lions Bay Village Office.
- 7.2 A person may pay the indicated penalty after 14 days of receiving the notice, subject to the applicable surcharge for late payment accordance with subsection 6.1.3, but no person may dispute the notice after 14 days of receiving the bylaw notice.
- 7.3 Pursuant to the requirements of section 25 of the Act, where a person was not served personally with a bylaw notice and advises the Municipality that they did not receive a copy of the original notice, the time limits for responding to a bylaw notice under Part 6 and section 7.1 of this bylaw do not begin to run until a copy of the bylaw notice is re-delivered to them in accordance with the Act.

Part 8 Bylaw Notice Dispute Adjudication Registry

8.1 The Registry is established as a bylaw notice dispute adjudication system in accordance with the Act to resolve disputes in relation to bylaw notices.

8.2

The Municipality is authorized to enter into, and the Mayor and Administrator are authorized to execute, a dispute adjudication system agreement or amended agreement with the District of North Vancouver and such other neighbouring jurisdictions as may wish to be a part of the Registry, such agreement to be attached to this bylaw as the new Schedule B upon execution by the Municipality.

[Amended by Bylaw No. 555]

8.3 Every person who is unsuccessful in a dispute adjudication in relation to a bylaw notice or a compliance agreement under the dispute adjudication system established under this section must pay the Municipality an additional fee of \$25 for the purpose of the Municipality recovering the costs of the adjudication system.

Part 9 Screening Officers

9.1 The position of screening officer is established.

9.2 The following are designated classes of persons that may be appointed as screening officers:

9.2.1 Village Manager

9.2.2 Corporate Secretary

9.2.3 Treasurer

9.2.4 Bylaw Enforcement Officer

[Amended by Bylaw No. 415, 2009]

and Council may appoint screening officers from these classes of persons by name of office or otherwise.

Part 10 Powers, Duties and Functions of Screening Officers

10.1 The powers, duties and functions of screening officers are as set out in the Act, and include the following powers:

-
- 10.1.1 Where requested by the person against whom a contravention is alleged, communicate information respecting the nature of the contravention, the provision of the bylaw contravened, the facts on which the contravention allegation is based, the penalty for a contravention, the opportunity to enter into a compliance agreement, the opportunity to proceed to the bylaw notice dispute adjudication system and the fee or fees payable in relation to the bylaw notice enforcement process;
- 10.1.2 To communicate with any or all of the following for the purposes of performing their functions under this bylaw or the Act:
- (a) the person against whom a contravention is alleged or their representative;
 - (b) the officer issuing the notice;
 - (c) the complainant or their representative;
 - (d) the Municipality's staff and records regarding the disputant's history of bylaw compliance.
- 10.1.3 To prepare and enter into compliance agreements under the Act with persons who dispute bylaw notices, including to establish terms and conditions for compliance that the Screening Officer considers necessary or advisable, including time periods for payment of penalties and compliance with the bylaw;
- 10.1.4 To provide for payment of a reduced penalty if a compliance agreement is entered into, as provided in column A4 of Schedule A; and
- 10.1.5 To cancel bylaw notices in accordance with the Act or Municipal policies and guidelines.
- 10.2 The bylaw contraventions in relation to which a Screening Officer may enter into a compliance agreement are indicated in column A4 of Schedule A.
- 10.3 The maximum duration of a compliance agreement is one year.

Part 11 Bylaw Enforcement Officers

- 11.1 Persons acting as any of the following are designated as bylaw Enforcement Officers for the purposes of this bylaw and the Act:
- 11.1.1 Special constables, officers, members or constables of:
- (a) The provincial police force as defined in section 1 of the *Police*

Act, or

(b) The Royal Canadian Mounted Police;

[Amended by Bylaw No. 415, 2009]

11.1.2 Bylaw enforcement officers appointed pursuant to the *Police Act* and *Community Charter*;

11.1.3 Local assistants to the fire commissioner under section 6 of the *Fire Services Act*;

11.1.4 Bylaw enforcement officers, licensing inspectors, building inspectors, animal control officers or other persons acting in another capacity on behalf of a municipality, regional district or local trust committee for the purpose of enforcement of one or more of its bylaws.

Part 12 Form of Bylaw Notice

12.1 The Municipality may from time to time provide for the form or forms of the bylaw notice, provided the bylaw notice complies with section 4 of the Act.

Schedules

Schedule A - Designated Bylaw Contraventions and Penalties

Schedule B – North Shore Bylaw Dispute Adjudication Registry Agreement

VILLAGE OF LIONS BAY
Bylaw No. 385, 2006

Schedule 'A' to Bylaw No. 385

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
BUILDING REGULATION BYLAW, NO. 234, 1994						
234	5 (a)	Construct without a building permit	\$300	\$280	\$320	YES
234	5 (c)	Tamper with posted notice	\$500	\$475	\$500	NO
234	5 (d)	Work contrary to approved plans	\$300	\$280	\$320	YES
234	5 (e)	Obstruct Village officer or employee	\$500	\$475	\$500	NO
234	5 (f)	Fail to stop work	\$500	\$475	\$500	YES
234	5 (h)	Submit false information	\$500	\$475	\$500	YES
234	6 (b)	Unauthorized use of Village property	\$100	\$90	\$110	YES
234	10.1	Secondary Suite contrary to bylaw requirements	475	450	500	YES
234	12	Fail to post building permit	\$300	\$280	\$320	NO
234	16 (a)	Occupy without approval	\$300	\$280	\$320	YES
NOISE CONTROL BYLAW NO. 283, 1998						
283	2	Sound which disturbs	\$110	\$100	\$120	NO
283	3	Decibel level	\$110	\$100	\$120	NO
283	4 (a)	Continuous sound	\$110	\$100	\$120	NO
283	4 (b)	Construction sound	\$220	\$200	\$240	YES
283	5 (a)	Improper use of vehicle horn	\$110	\$100	\$120	NO
283	5 (b)	Car alarm noise	\$110	\$100	\$120	NO
TREES, VIEWS AND LANDSCAPES BYLAW NO. 393, 2007, as amended						
393	3.2	Obstruct Village Official	\$300	\$250	\$350	NO
393	3.3	Cut tree without permit	\$475	\$450	\$500	NO
393	3.4.5	Cut tree after expiry of permit	\$400	\$350	\$450	NO
393	3.4.6	Tree cut by unqualified owner or contractor	\$475	\$450	\$500	NO
393	3.4.8	Tree cut without exemption during bird nesting period	\$475	\$450	\$500	NO
393	3.4.9	Failure to provide insurance certificate prior to	\$475	\$450	\$500	YES

VILLAGE OF LIONS BAY
Bylaw No. 385, 2006

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
		commencement of work				
393	3.5	Tree damaging activities	\$475	\$450	\$500	YES
393	Schedules A and B	Failure to replant in accordance with approved plan and permit	\$400	\$350	\$450	YES
GOOD NEIGHBOR BYLAW NO. 412, 2009						
412	5.1.1	Create or cause a nuisance	\$200	\$185	\$215	YES
412	5.1.2	Permit a nuisance	\$200	\$185	\$215	YES
412	5.1.3	Allow unsightly parcel	\$200	\$185	\$215	YES
412	5.1.4 (a)	Allow an unsightly accumulation	\$200	\$185	\$215	YES
412	5.1.4 (b)	Permit or cause water to collect	\$200	\$185	\$215	YES
412	5.1.4 (c)	Store rubbish where visible	\$200	\$185	\$215	YES
412	5.1.4 (d)	Place graffiti	\$100	\$90	\$110	YES
412	5.1.4 (g)	Accumulate building materials	\$100	\$90	\$110	YES
412	5.1.4 (h)	Storage or accumulation of motor vehicle	\$100	\$90	\$110	YES
412	5.2.1	Fail to abate nuisance	\$100	\$90	\$110	YES
412	5.2.2 (a)	Fail to remove unsightly accumulation	\$100	\$90	\$110	YES
412	5.2.2 (b)	Fail to prevent or clear insect infestation	\$100	\$90	\$110	YES
412	5.2.2 (d)	Fail to clear parcel of brush, noxious weeds and grass	\$100	\$90	\$110	YES
412	5.2.2 (e)	Fail to shield or deflect outdoor light	\$100	\$90	\$110	YES
412	5.2.2 (f)	Fail to repair or remove fence	\$200	\$185	\$215	YES
412	7.3.2	Interfere with, resist or obstruct authorized person	\$500	\$475	\$500	NO
TRAFFIC AND PARKING BYLAW NO. 413, 2009						
413	8 (1)	Fail to obey traffic control device	\$100	\$90	\$110	NO
413	8 (2)	Interfere with traffic control device	\$300	\$200	\$400	NO

VILLAGE OF LIONS BAY
Bylaw No. 385, 2006

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
413	8 (3)	Plant interferes with traffic control device	\$45	\$35	\$55	YES
413	8 (4)	Illegal traffic control device	\$45	\$35	\$55	YES
413	10 (a)	Park in contravention of a traffic control device	\$65	\$50	\$80	NO
413	10 (b)	Fail to display insurance decal	\$45	\$35	\$55	NO
413	10 (c)	Park on or too near crosswalk	\$45	\$35	\$55	NO
413	10 (d)	Park near traffic control device	\$45	\$35	\$55	NO
413	10 (e)	Park on bridge	\$45	\$35	\$55	NO
413	10 (f)	Park near fire hydrant/equipment	\$80	\$70	\$90	NO
413	10 (g)	Park to obstruct or interfere with traffic/maintenance	\$80	\$70	\$90	NO
413	10 (h)	Park without permit for zone	\$65	\$50	\$80	YES
413	10 (i)	Park too near driveway	\$45	\$35	\$55	NO
413	10 (j)	Failure to park off roadway	\$45	\$35	\$55	NO
413	10 (k)	Park more than 72 hours	\$55	\$40	\$70	NO
413	10 (k)	Park more than 24 hours in snow	\$45	\$35	\$55	NO
413	10 (m)	Park in intersection	\$45	\$35	\$55	NO
413	11 (1)	Park extraordinary vehicle overnight	\$100	\$90	\$100	YES
413	11 (2)	Unattached trailer	\$100	\$90	\$110	YES
413	12	Park near school	\$45	\$35	\$55	NO
413	16	Fail to comply with direction of enforcement officer	\$100	\$90	\$110	NO
413	17	Hinder, obstruct or delay enforcement officer	\$100	\$90	\$110	NO
413	19	Operate sound broadcasting vehicle	\$45	\$35	\$55	NO
413	20	Drive over fire hose	\$80	\$70	\$90	NO
413	21 (a)	Drop or spill on highway	\$45	\$35	\$55	NO
413	21 (b)	Noxious flow on highway	\$45	\$35	\$55	NO
413	21 (c)	Damage plants/grass on	\$100	\$90	\$100	NO

VILLAGE OF LIONS BAY
Bylaw No. 385, 2006

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
		highway				
413	21 (d)	Damage or deface highway	\$100	\$90	\$110	NO
413	21 (e)	Dead animal on highway	\$45	\$35	\$55	NO
413	21 (f)	Camp on highway	\$45	\$35	\$55	NO
413	21 (g)	Make fire on highway	\$100	\$90	\$110	NO
413	21 (h)	Unsecure load	\$100	\$90	\$100	NO
413	21 (i)	Urinate/defecate on highway	\$100	\$90	\$100	NO
413	21 (j)	Overweight vehicle on highway	\$100	\$90	\$100	NO
413	21 (k)	Operate vehicle with lugged wheels	\$100	\$90	\$100	NO
413	21 (l)	Camp, loiter, imbibe alcohol in parking lot	\$100	\$90	\$110	No
413	24	Sell/display goods/services on highway	\$100	\$90	\$100	YES
413	25	Chattel/structure on highway	\$100	\$90	\$100	YES
413	26	Dumpster on highway	\$100	\$90	\$100	YES
413	27	Accumulations on highway	\$100	\$90	\$100	YES
413	28	Unfenced excavation near highway	\$100	\$90	\$100	YES
413	29	Construction obstructing highway	\$100	\$90	\$100	YES
413	31	Fail to disperse on highway when directed	\$100	\$90	\$100	NO
413	32	Skate/blade/scoot without helmet	\$45	\$35	\$55	NO
ANTI-IDLING BYLAW NO. 416, 2010						
416	3	Unlawful idling	\$100	\$90	\$110	YES
FIRE BYLAW NO. 428, 2011						
428	27	Unauthorized entry to area limited for Fire Rescue purposes	\$100	\$80	\$120	NO
428	28	Hinder Fire Rescue operations	\$450	\$425	\$475	NO

VILLAGE OF LIONS BAY
Bylaw No. 385, 2006

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
428	29	Damage or destroy Fire Rescue apparatus or equipment	\$450	\$425	\$475 0	NO
428	30	Drive vehicle over Fire Rescue equipment without permission	\$100	\$80	\$120	NO
428	31	Falsely represent to be Fire Rescue member	\$100	\$80	\$120	NO
428	32	Obstruct/interfere with approach to Fire Rescue incident	\$200	\$180	\$220	NO
428	33	Interfere with fire hydrant	\$450	\$425	\$475	NO
428	34	Fail to maintain clearance around fire hydrant	\$50	\$40	\$60	YES
428	35	Fail to address fire hazard when ordered	\$450	\$425	\$475	YES
428	36	Construct fire pit or fire ring	\$100	\$80	\$120	YES
428	37	Burn wood outside a building	\$100	\$80	\$120	NO
428	38	Open burning	\$100	\$80	\$120	NO
428	39	Drop burning substance into or near combustible material	\$100	\$80	\$120	NO
428	40	Burn or use combustion device outside when banned	\$100	\$80	\$120	YES
428	41	Burn unauthorized material inside or outside a building	\$100	\$80	\$120	NO
428	42	Use water contrary to designated purpose, hours or methods	\$100	\$80	\$120	NO
428	44	Fail to install sprinklers in new residence	\$450	\$425	\$475	YES
428	45	Fail to install sprinklers during alteration to residence	\$450	\$425	\$475	YES
428	46	Fail to install fire extinguisher	\$100	\$80	\$120	YES
428	47	Fail to install smoke alarms	\$100	\$80	\$120	YES
428	48	Use fireworks when under age 18	\$50	\$40	\$60	NO

VILLAGE OF LIONS BAY
Bylaw No. 385, 2006

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
428	49	Use unauthorized Consumer Fireworks	\$100	\$80	\$120	NO
428	50	Use High Hazard Fireworks	\$200	\$180	\$220	NO
428	52	Fail to comply with order to address violations, requiring re-inspection	\$450	\$425	\$475	YES
PESTICIDES BYLAW NO. 430, 2011						
430	3	Use of pesticide for cosmetic purposes	\$250	\$225	\$275	NO
430	4	Use of non-permitted pesticide	\$250	\$225	\$275	NO
PARKS REGULATIONS BYLAW NO. 448, 2012						
448	5.1	Damage park	\$500	\$475	\$500	YES
448	5.2	Molest animals or birds	\$100	\$90	\$100	NO
448	5.3	Contaminate water in park	\$500	\$465	\$500	NO
448	5.4	Release water in park	\$500	\$465	\$500	NO
448	5.5	Improper climbing on structure	\$100	\$90	\$100	NO
448	5.6	Litter in park	\$100	\$90	\$100	NO
448	5.7	Unlawful waste in park receptacle	\$100	\$90	\$100	NO
448	6.1	Fireworks in park	\$250	\$230	\$270	NO
448	6.2	Make fire in park	\$100	\$90	\$100	NO
448	6.3	Improper barbecue in park	\$100	\$90	\$100	NO
448	6.5	Place burning substance in park	\$250	\$230	\$270	NO
448	6.6	Enter park at fire risk	\$250	\$230	\$270	NO
448	7.1	Sell/display goods/services in park	\$100	\$90	\$100	YES
448	7.2	Advertise in park	\$100	\$90	\$100	YES
448	7.3	Amplified noise in park	\$100	\$90	\$100	NO
448	8.1	Organized activity in park with no contract	\$100	\$90	\$100	NO
448	9.1	Operate motorized watercraft near beach	\$250	\$230	\$270	NO

VILLAGE OF LIONS BAY
Bylaw No. 385, 2006

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
448	9.2	Motorized vehicle or device in park	\$250	\$230	\$270	NO
448	9.3	Unauthorized entry to closed park	\$250	\$200	\$300	NO
448	10.1	In park outside open hours	\$250	\$200	\$300	NO
448	10.3	Enter or remain in closed or restricted park	\$450	\$400	\$500	NO
448	11.1	Create a nuisance in park	\$250	\$200	\$300	NO
448	11.2	Obstruct use and enjoyment of park	\$250	\$200	\$300	NO
448	11.3	Fail to comply with direction of enforcement officer	\$250	\$200	\$300	NO
448	11.4	Obstruct or delay enforcement officer	\$250	\$200	\$300	NO
448	11.5	Urinate/defecate in park	\$250	\$200	\$300	NO
448	12.1	Store watercraft on beach	\$100	\$90	\$100	YES
448	12.2	Camp in park	\$250	\$200	\$300	NO
448	12.3	Prohibited sport in park	\$100	\$90	\$100	NO
WASTE COLLECTION BYLAW NO. 455, 2013						
455	5	Excess garbage	\$60	\$50	\$70	NO
455	6	Fail to securely house wildlife attractants	\$300	\$280	\$320	YES
455	6	Garbage receptacle encroaching on street	\$60	\$50	\$70	NO
455	10	Solid waste out before 5 AM	\$60	\$50	\$70	NO
455	11	Placing for collection inappropriate substance	\$60	\$50	\$70	NO
455	18	Storage not wildlife resistant, single family residential	\$60	\$50	\$70	NO
455	19	Storage not wildlife resistant, multi-family and commercial	\$60	\$50	\$70	NO
455	21	Fail to repair wildlife resistant containment	\$60	\$50	\$70	NO
455	22 (a)	Feeding dangerous wildlife	\$300	\$280	\$320	NO
455	22 (a)(b)	Storing edible wildlife attractants	\$300	\$280	\$320	YES

VILLAGE OF LIONS BAY
Bylaw No. 385, 2006

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
455	22 (c)	Bee hives accessible to wildlife	\$60	\$50	\$70	NO
455	22 (d)	Outdoor fridge or freezer accessible to wildlife	\$60	\$50	\$70	NO
455	22 (e)	Meat waste in compost	\$60	\$50	\$70	NO
ANIMAL CONTROL & LICENSING BYLAW NO. 461, 2014						
461	5.1	No dog license	\$85	\$75	\$95	YES
461	5.5	No dog tag	\$40	\$30	\$50	YES
461	6.3	Fail to remove dog waste	\$60	\$50	\$670	NO
461	6.6.1	Dog at large	\$85	\$75	\$95	NO
461	6.6.5	Allow dog barking	\$85	\$75	\$95	NO
461	6.6.6	Keep more than three dogs	\$110	\$100	\$120	YES
461	6.7.1	Dog in prohibited area	\$60	\$50	\$670	NO
461	7.1(a)	Fail to provide food or water	\$60	\$50	\$670	NO
461	7.1(c)	Fail to exercise dog	\$60	\$50	\$670	NO
461	7.1(e)	Fail to provide medical care for dog	\$60	\$50	\$670	NO
461	7.2	Fail to provide proper shelter for dog	\$60	\$50	\$670	NO
461	7.4	Choke collar/neck cord used to tether	\$60	\$50	\$670	NO
OUTDOOR WATER USE BYLAW NO. 484, 2015						
484	6.1	Fail to Follow Water Conservation Level 1	\$100	\$75	\$125	NO
484	6.1	Fail to Follow Water Conservation Level 2	\$150	\$125	\$175	NO
484	6.1	Fail to Follow Water Conservation Level 3	\$200	\$175	\$225	NO
ZONING AND DEVELOPMENT BYLAW NO. 520, 2017						
520	3.2	Non-compliance with bylaw	\$300	\$250	\$350	NO
520	4.3	Use prohibited in all zones	\$475	\$450	\$500	NO
520	4.3.7	Short-term rental without a Temporary Use Permit	\$475	\$450	\$500	NO
520	4.5	Accessory building, structure or use not permitted	\$400	\$350	\$450	NO

VILLAGE OF LIONS BAY
Bylaw No. 385, 2006

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
520	4.10	Fence or retaining wall contrary to bylaw	\$300	\$250	\$350	NO
520	4.11	Visibility obstruction contrary to bylaw	\$250	\$200	\$300	NO
520	4.12	Home-based business contrary to conditions	\$300	\$250	\$350	YES
520	4.13-4.14	Off-street parking requirements not met	\$350	\$300	\$400	YES
520	4.15	Parking and storage of commercial or industrial vehicles, equipment, or materials contrary to bylaw	\$475	\$450	\$500	NO
520	4.16	Temporary structure without valid permit	\$250	\$200	\$300	NO
520	4.17	Metal shipping container contrary to permitted uses	\$250	\$200	\$300	NO
520	4.18	Solar energy device not installed per requirements of bylaw	\$150	\$100	\$200	NO
520	4.19	Building or structure contrary to flood protection provisions	\$450	\$400	\$500	YES
520	7.1-7.11	Use, siting, setback, height, size or density not permitted in RS-1 Zone	\$450	\$400	\$500	YES
520	8.1-8.6	Use, siting, setback, height, size or density not permitted in RM-1 Zone	\$450	\$400	\$500	YES
520	9.1-9.5	Use, siting, setback, height, size or density not permitted in C-1 Zone	\$450	\$400	\$500	YES
520	10.1-10.5	Use, siting, setback, height, size or density not permitted in C-2 Zone	\$450	\$400	\$500	YES
520	11.1-11.2	Use, siting, setback, height, size or density not permitted in C-3 Zone	\$450	\$400	\$500	YES

VILLAGE OF LIONS BAY
Bylaw No. 385, 2006

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available (*Maximum 50% Reduction in Penalty if Compliance Agreement shows "Yes")
520	12.1-12.2	Use, siting, setback, height, size or density not permitted in W-1 Zone	\$450	\$400	\$500	YES
520	13.1-13.2	Use, siting, setback, height, size or density not permitted in W-2 Zone	\$450	\$400	\$500	YES
520	14.1-14.5	Use, siting, setback, height, size or density not permitted in CU-1 Zone	\$450	\$400	\$500	YES
520	15.1-15.2	Use, siting, setback, height, size or density not permitted in RU-1 Zone	\$450	\$400	\$500	YES
520	16.1-16.2	Use, siting, setback, height, size or density not permitted in RS-1 Zone	\$450	\$400	\$500	YES

[Successively replaced by Bylaw Nos. 434, 492, 495]
 [Amended by Bylaw No. 507, 2016]
 [Amended by Bylaw No. 533, 2017]
[\[Amended by Bylaw No. 555, 2019\]](#)
[\[Amended by Bylaw No. 577, 2020\]](#)
[\[Amended by Bylaw No. 580, 2020\]](#)

Schedule B

NORTH SHORE BYLAW NOTICE DISPUTE ADJUDICATION REGISTRY AGREEMENT

This Agreement, dated the _____ day of _____, 2019

BETWEEN:

THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER, 355 West Queens Road,
North Vancouver, BC, V7N 4N5

("DNV")

AND:

THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER, 750-17th Street, West
Vancouver, British Columbia, V7V 3T3

("DWV")

AND:

BOWEN ISLAND MUNICIPALITY, Box 279, 981 Artisan Lane, Bowen Island, British Columbia,
V0N 1G0

("BIM")

AND:

THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY, Box 141, 400 Centre Road, Lions
Bay, British Columbia, V0N 2E0

("VLB")

Witnesses that Whereas:

- A. Local governments have the authority under the Act to adopt a bylaw designating certain bylaw contraventions that can be enforced by way of bylaw notice as an alternative to traditional bylaw enforcement mechanisms; and,
- B. Two or more local governments may enter into an agreement, adopted by a bylaw of each local government that is party to it, to provide for the joint administration of a local government bylaw notice dispute adjudication system; and,
- C. The Parties have established the Registry pursuant to the Act and they jointly administer and share the costs the Registry; and,
- D. The Parties have agreed to administer the Registry in accordance with the terms and conditions set out in this Agreement;

NOW THEREFORE, in consideration of the mutual promises contained herein, the Parties agree as follows:

Definitions

1. In this Agreement:

"Act" means the *Local Government Bylaw Notice Enforcement Act*;

"Agreement" means this Agreement;

"Authorizing Bylaws" means the bylaws adopted by the Councils of each of the Parties authorizing this Agreement;

"Bylaw Notice" has the meaning given to it in the Act;

"Oversight Committee" means the North Shore Bylaw Notice Dispute Adjudication Registry's Oversight Committee;

"Parties" means all of the signatories to this Agreement and any other local authorities which may become signatories to this Agreement from time to time;

"Party" means any one of the Parties;

"Registry" means the North Shore Bylaw Notice Dispute Adjudication Registry established by this Agreement;

Joint Registry

2. The Parties to this Agreement agree to jointly operate a local government bylaw notice dispute adjudication system to be known as the North Shore Bylaw Notice Dispute Adjudication Registry. It is further agreed that the DNV will operate the Registry on behalf of the Parties.

Operating Concept

3. The DNV will establish, fund and operate the Registry. The DNV will recover its costs of operating the Registry by charging the other Parties on a per-adjudication basis for their proportional use of the Registry's services.

Registry Oversight

4. The Parties agree to establish the Oversight Committee. Each Party will appoint one representative to serve on the Oversight Committee. The Parties agree that representatives will be paid employees of their respective local governments and will not be remunerated by the Registry.

5. The Parties agree that the purpose of the Oversight Committee is to ensure that:
 - a) the Registry is operating in compliance with the Act and Authorizing Bylaws;
 - b) the operation of the Registry is meeting the needs of the Parties; and,
 - c) the expenses of the Registry remain reasonable and the per-adjudication cost recovery mechanism remains fair.

Operations and Logistics

6. The Parties agree that:
 - a) the Registry will be located in the municipal offices of the DNV, 355 West Queens Rd, North Vancouver, B.C., V7N 4N5;
 - b) the Registry will administer the bylaw notice dispute adjudication system;
 - c) disputes will be heard by an adjudicator in the circumstances prescribed in the Act and Authorizing Bylaws;
 - d) the DNV will select the adjudicators who may hear and determine disputes from the provincial roster of adjudicators established by the Attorney General pursuant to the Act;
 - e) adjudicators will be assigned to individual disputes in the manner prescribed by the applicable regulation pursuant to the Act or policy established by the Oversight Committee;
 - f) responsibility for the appointment, administration and funding of the position of screening officer will reside with each Party individually and will not in any way be a function of the Registry; and,
 - g) The DNV will provide and supervise all administrative services required by the Registry, subject to the following:
 - i) the collection of any fees, fines or penalties levied against an unsuccessful party in the dispute adjudication process will be the responsibility of the relevant Party if not collected by the Registry immediately following the adjudication; and,
 - ii) any penalty arising directly out of the bylaw notice itself may be paid to the relevant Party or to the Registry,

and any amounts collected by or paid to the Registry pursuant to (i) and (ii) will be credited to the relevant Party and subtracted from the amount owing by that Party for their proportional use of the dispute adjudication system.

Finance, Invoicing and Reporting

7. Each Party is responsible for its own start-up and any other costs with respect to its participation in the Registry.
8. The budget year of the Registry is the calendar year.
9. The DNV will prepare an annual operating budget for the Registry within the DNV corporate budgeting process and will fund the operation of the Registry from this budget. The DNV will recover its costs of operating the Registry, plus an administrative fee for establishing, funding and administering the Registry, from the other Parties.
10. The Registry operating budget will be based on the annual number of adjudications anticipated from each Party. The budget will set out the operational funds required by the Registry for the carrying out of its mandate and responsibilities, including:
 - a) the estimated operational expenditures for:
 - i) office and administration including financial reporting and administrative services;
 - ii) bylaw dispute adjudicators; and
 - iii) other functions of the Registry;
 - b) the anticipated revenues (if any) of the Registry;
 - c) the difference between estimated revenues and operational expenditures for the Registry; and,
 - d) the anticipated cost per adjudication that will form the basis for invoicing Parties for use of the Registry's services.
11. Each Party must pay for its proportional use of the Registry's services. The DNV will issue an invoice for such costs (less any amounts collected directly by the Registry and deducted in accordance with section 6(g)) following each day of adjudication. The Party will pay the DNV the amount in the invoice within thirty (30) days of receipt of such invoice.
12. The Parties agree that all costs relating to legal services, witnesses, screening officers and bylaw enforcement officers as they pertain to the dispute adjudication process, and to the activities of the Registry more generally, will be borne by the relevant Party which issued the bylaw notice in question and will not be borne by the Registry or by the DNV on behalf of the Registry.
13. No Party, nor the DNV in the name of the Registry, shall incur expenses or indebtedness on behalf of, or in the name of, the Registry outside of those in the approved DNV annual operating budget for the Registry. Requests for additional expenditure or the incurring of indebtedness must be made to the Oversight Committee. If supported by the Oversight Committee, the request will be forwarded to the DNV. The Chief Financial Officer for the DNV

shall review all such requests that are additional to the approved annual operating budget for the Registry and has sole discretion to approve, subject to adhering to DNV budget approval processes and timeframes, or to reject such requests.

14. The DNV will ensure that its General Manager of Finance conducts and oversees the financial reporting and record keeping of the Registry based on normal municipal finance procedures, subject to the requirements outlined in this Agreement. With respect to financial administration of the Registry, the Chief Financial Officer for the DNV will:
 - a) exercise the duties and powers of the officer responsible for financial administration as provided in the *Community Charter* in maintaining the financial records for the Registry on behalf of the Parties;
 - b) ensure that accounting and payroll records of the Registry are properly prepared and maintained, such records to include payroll, accounts payable, cash receipts and disbursements, accounts receivable, general ledger, subsidiary cost ledger, financial statements and reports and supporting documents to the foregoing;
 - c) provide, when possible, any additional financial reports or analysis that the Oversight Committee may request; and,
 - d) direct employees and officers of the Registry to the extent necessary to ensure that the systems and procedures established for financial controls are in effect and are in accordance with the *Community Charter*.
15. The DNV will cooperate with any reasonable request by a Chief Financial Officer for a Party for access to financial records, user statistics and other information of the Registry. The Chief Financial Officer of a Party may, acting reasonably, with a view to minimizing the administrative burden on the DNV and no more than once per year of the term of this Agreement, conduct audits or examinations to obtain information or determine that adequate financial controls are being maintained for the Registry.

Indemnity and Insurance

16. The Parties agree that in the event that the DNV is named in a legal action arising in any way, directly or indirectly, from the operation or administration of the Registry or any adjudication conducted pursuant to this Agreement, then the Party who issued the Bylaw Notice associated with or giving rise to the legal action will indemnify the DNV for all of its costs, including staff time and solicitors and professional fees and disbursements, for responding to and defending against such legal action except in the case of dishonesty, gross negligence or malicious or wilful misconduct by the DNV. Such costs will be paid within 30 days of receipt of an invoice for same from the DNV.
17. Each Party is responsible for maintaining its own liability insurance in respect of its participation in this Agreement. Such insurance must cover any liability that may arise from the negligence of such Party related directly or indirectly to or arising in any way from participation in this Agreement. Each Party must immediately inform the other Parties if the insurance coverage required herein is cancelled, expired or has otherwise lapsed.

General Provisions

18. The Parties will negotiate in good faith any proposed amendment(s) to this Agreement upon request by any Party. All amendments to this Agreement must be in writing and executed by each Party.
19. The Parties will submit any dispute arising out of the interpretation or application of this Agreement:
 - a) first, to the Oversight Committee to resolve the dispute;
 - b) second, if the Oversight Committee is unable to resolve the dispute within sixty (60) days, to the Chief Administrative Officers of the Parties; and,
 - c) third, if the Chief Administrative Officers are unable to resolve the dispute within sixty (60) days, to the Inspector of Municipalities or, at the election of the Parties, to a commercial arbitrator appointed by agreement or, failing agreement, appointed pursuant to the *Commercial Arbitration Act*, for final determination and the determination of the Inspector or arbitrator as applicable will be final and binding upon the Parties.
20. Any Party may withdraw from this Agreement upon six (6) months' written notice to the other Parties.
21. This Agreement comes into effect on the date noted above.

VILLAGE OF LIONS BAY
Bylaw No. 385, 2006

IN WITNESS WHEREOF the Parties have executed this Agreement on the date above written:

THE CORPORATE SEAL of THE)
CORPORATION OF THE DISTRICT OF)
NORTH VANCOUVER was hereunto)
affixed in the presence of:)

Mayor) C/S
—)

Municipal Clerk)
—)

THE CORPORATE SEAL of THE)
CORPORATION OF THE DISTRICT OF)
WEST VANCOUVER was hereunto affixed)
in the presence of:)

Mayor) C/S
—)

Municipal Clerk)
—)

THE CORPORATE SEAL of BOWEN)
ISLAND MUNICIPALITY was hereunto)
affixed in the presence of:)

Mayor) C/S
—)

Municipal Clerk)
—)

THE CORPORATE SEAL of THE)
MUNICIPALITY OF THE VILLAGE OF)
LIONS BAY was hereunto affixed in the)
presence of:)

Mayor) C/S
—)

Municipal Clerk)
—)

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

Type	Request for Decision		
Title	Alternative Tax Collection Scheme Bylaw No. 581, 2020		
Author	Peter DeJong	Reviewed By:	Pamela Rooke
Date	April 16, 2020	Version	
Issued for	April 21, 2020 Regular Council Meeting		

RECOMMENDATION

THAT the Alternative Tax Collection Scheme Bylaw No. 581, 2020 be introduced, given three readings and adopted.

ATTACHMENTS

Alternative Tax Collection Scheme Bylaw No. 581, 2020

KEY INFORMATION

The default tax due date under the Community Charter is July 2nd of each year and the legislated penalty for late payments is 10%. Village of Lions Bay By-law #67 to extend the due date of property taxes to July 14th was enacted in 1977, well before the Community Charter was enacted in 2003. The Charter now provides for a specific methodology and requirements for changes to the due date and/or the penalty or penalties associated with late payment.

Various municipalities in Metro Vancouver, and in BC generally, have been examining the potential for delaying the due date for taxes and/or softening the penalties associated with late payment due the difficult circumstances associated with the COVID-19 pandemic. Many have settled on keeping the due date the same but staggering the penalties so that failure to pay by the due date results in a small penalty or no penalty, with a more substantive penalty on amounts still owing after September 1, 2020.

Delaying the due date presents a number of difficulties for municipalities as the requisitions payable to Other Taxing Authorities (OTAs), for example, Metro Vancouver, BC Assessment and Translink, must still be paid on time. The Province has delayed the requirement to submit the school taxes collected until the end of the year, but for Lions Bay, paying the OTAs by the end of July would still deplete all of our reserves if taxes were not substantially collected on time, either directly or through the existing tax deferment program, which



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

enables seniors and families with children to defer their property taxes, with the Province paying the amount due to the municipalities and securing their debt against the properties.

Staff are recommending that our normal due date of July 14th be kept for property taxes owing but that penalties be adjusted to:

- a. 2% on amounts overdue as at July 15th up until September 1st; and
- b. 8% on amounts overdue as at September 2nd.

This provides some incentive for Lions Bay property owners to pay on time but also some relief for those who may need some extra time to pay, without facing an automatic 10% penalty on July 15th.

The legislative requirements of the Charter which allow for taxes to be due other than on July 2nd are quite convoluted, with an election available to the property owner, so the bylaw is not an easy read. Essentially, the bylaw has been set up by our legal counsel as follows:

- Resident can *elect* by [whatever date we pick] to pay their taxes on July 2nd or July 14th.
- If they pick July 2nd and don't pay on time, they will get a 10% penalty (this is the standard method in the Charter).
- If they pick July 14th and don't pay on time, they'll pay a 2% penalty as of July 15th and another 8% penalty as of September 2nd (this is our alternative method).
- If they make no election then the default due date is July 14th with the 2% & 8% penalties as noted above.
- For 2021, we would recommend amending the penalty to simply say 10% as of July 15th.

In the circumstances, there is no benefit to a property owner making the election to pay on July 2nd so our communication needs to be simple and to the point that there is no benefit to anyone to make the election and that if they do nothing, they'll owe taxes on the 14th like normal, but if they're late they'll owe 2% until Sept.1 and 8% thereafter for the penalty.

OPTIONS

1. Approve the recommendation above;
2. Amend the bylaw and then read and adopt it;
3. Refer the bylaw back to staff for revisions.



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

FOLLOW UP ACTION AND COMMUNICATION

Assuming the bylaw is adopted, the revised tax penalty due dates will be included on the Property Tax notices to be mailed out the first week of June and communicated in the Village Update and on the Village website. Communication should be simple and to the point to avoid any confusion.



Alternative Tax Collection Scheme Bylaw No. 581, 2020

Adopted:

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0

Phone: 604-921-9333 Fax: 604-921-6643

Email: office@lionsbay.ca Web: www.lionsbay.ca

Alternative Tax Collection Scheme Bylaw No. 581, 2020

A bylaw to provide for an alternative due date for property taxes payable to the Village of Lions Bay

WHEREAS the Council of the Village of Lions Bay may adopt an alternative municipal tax collection scheme by bylaw, including penalties to be applied in relation to payments made after a tax due date established by such a bylaw;

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

1. CITATION

- 1.1. This Bylaw may be cited as the *“Alternative Tax Collection Scheme Bylaw No. 581, 2020.”*

2. INTERPRETATION

- 2.1. In this Bylaw,
 - a) **“Alternative Municipal Tax Collection Scheme”** means the tax collection scheme established under section 3.1 of this Bylaw;
 - b) **“Collector”** has the same meaning as in the *Community Charter*;
 - c) **“General Tax Collection Scheme”** means the tax collection scheme established under section 234 of the *Community Charter*; and
 - d) **“Tax Bylaw”** means the Village’s annual tax bylaw adopted under section 197 of the *Community Charter*.

3. ALTERNATIVE TAX COLLECTION SCHEME

- 3.1. Subject to any owner election under section 3.3, the rates and taxes payable under the Village’s Tax Bylaw are due and shall be payable in accordance with this Bylaw on or before the 14th day of July.
- 3.2. An owner may elect to pay the rates and taxes owed under the Village’s Tax Bylaw under the Alternative Municipal Tax Collection Scheme by providing written notice of that election to the Collector no later than the first Monday in June.

- 3.3. An owner may elect to pay the rates and taxes owed under the Village's Tax Bylaw under the General Tax Collection Scheme on or before the 2nd day of July by giving written notice of that election to the Collector no later than the first Monday in June.
- 3.4. An owner may change an election under sections 3.2 or 3.3 by giving written notice to the Collector no later than the first Monday in June, provided that an owner may only change their election once in the same year.
- 3.5. If an owner makes no election under section 3.2 or 3.3, the Alternative Municipal Tax Collection Scheme automatically applies to the owner.
- 3.6. An owner must give any notice under this section to the Collector at his or her office at the Village Office at 400 Centre Road, Lions Bay, BC, V0N 2E0, or via email to finance@lionsbay.ca.

4. PENALTIES

- 4.1. If the Alternative Municipal Tax Collection Scheme applies to an owner, the following penalties apply:
 - a) on the 15th day of July, or as soon as practicable thereafter, the Collector must add to the unpaid balance of the current year's taxes, in respect of each parcel of land and the improvements as shown upon the Village's tax roll, a penalty of two (2) percent of the amount unpaid as of July 15th; and
 - b) on the 2nd day of September, or as soon as practicable thereafter, the Collector must add to the unpaid balance of the current year's taxes, in respect of each parcel of land and the improvements as shown upon the Village's tax roll, a penalty of eight (8) percent of the amount unpaid as of September 2nd.
- 4.2. If the General Tax Collection Scheme applies to an owner, the Collector must apply the penalties and interest set out in any regulation under section 234 of the *Community Charter*.

5. REPEAL

- 5.1. The *Property Tax Extension Bylaw No. 67, 1977, as amended*, is repealed.

READ A FIRST TIME
READ A SECOND TIME
READ A THIRD TIME

April 21, 2020
April 21, 2020
April 21, 2020

ADOPTED

May 5, 2020

Mayor

Corporate Officer

Certified a true copy of
Bylaw No. 581, 2020, as adopted.

Corporate Officer

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VILLAGE OF LIONS BAY

Incoming Correspondence - April 17, 2020

Resident Correspondence:

R1: Deirdre McNeill re: thank you (Page 1)

R2: Ruth Simons re: parking (Page 3)

R3: Rebecca Caspersen re: parking (Page 5)

R4: Brenda Broughton re: taxation (Page 7)

R5: Gary Brown re: traffic calming (Page 9)

R6: Jim Cave re: fireworks (Page 13)

From: [Municipal](#)
To: [Lions Bay Office](#)
Subject: FW: Gratitude.
Date: Tuesday, April 14, 2020 11:53:27 AM

From: Deirdre McNeill [REDACTED]
Sent: Monday, April 13, 2020 11:22 AM
To: Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>
Subject: Re: Gratitude.

Thanks Ron, it was such a relief to see the parking clear although as you mentioned they did start to move back in as of yesterday afternoon. I started to dream of cement barricades along the area.....perhaps asking too much.:)

I saw the CN truck speaking to walkers on the tracks last evening and I hope they too are discouraging visitors.

As people walked through yesterday if we got the chance we reminded them they could be ticketed and I think bylaws coming on strong in the next while will help.

Once again I want to thank you so much for your ongoing attention to this issue, the feeling of support and understanding of the angst that it causes is so greatly appreciated.

I hope you and your family were able to enjoy this gorgeous weekend. An odd Easter for sure with all of us isolating and yet feeling very blessed for the health we have and the beautiful and thoughtful community we live in.

Thanks again,
Deirdre

On Apr 13, 2020, at 10:35 AM, Ron McLaughlin <mayor.mclaughlin@lionsbay.ca> wrote:

Good morning Deirdre. Happy Easter Monday. I hope you and your family are well.

Thank you very much for your kind words. Council and staff are doing all we can to keep the Village safe. Having MOTI allow us to have no parking signs at the off ramp off road area that visitors park at was a significant first step for us. Over the week end I too have observed no cars there for a while, usually before lunch, but then 5 or so appear in the afternoon. I spoke to the RCMP yesterday afternoon when they were on patrol in Brunswick. When I left they were going over to this parking area to discourage the visitors.

Parking in our Community and dettracting casual visitors is like trench warfare. Each yard we gain in the fight should be considered a victory. We will continue to keep up the pressure in the hope that casual visitors drive by or turn around.

Regards and keep well,

Ron McLaughlin
Mayor

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

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From: Deirdre McNeill [REDACTED]
Sent: Saturday, April 11, 2020 11:50 AM
To: Council <council@lionsbay.ca>
Subject: Gratitude.

Dear Mayor and Council, I would like to express my gratitude for all that has been done over this period to keep Lions Bay safe for it's residents.

I can only imagine the amount of time and energy that has gone into the collaborative approach which has led to such success.

As a resident of the Brunswick Beach section of Lions Bay I was absolutely amazed yesterday when the parking lot on the highway was clear.....no cars. A sigh of relief.....thank goodness.....the sense of invasion and tension lifted.

This has been such an ongoing problem for various reasons of safety and concern that I feel I can not thank you enough.

Isolating in place has it's own challenges and to have this resolved has created a calm which makes it all a little easier.

Stay safe.

Thank you again,
Deirdre McNeill
[REDACTED]

From: Ron McLaughlin
To: [REDACTED]
Cc: Municipal; Peter DeJong
Subject: Re: Urgent Lower Kelvin Grove 4:00 p.m. today
Date: Wednesday, April 8, 2020 7:29:18 PM

Thank you Ruth. Should we be requisitioning you a traffic officer vest? No!

You are always doing this in a soft and gentle way. It is much appreciated.

Regards and keep well,

Ron McLaughlin

Mayor

The Village of Lions Bay

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada

Tel: (604) 921-9333 | Cell: (604) 353-7138 | www.lionsbay.ca

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From: [REDACTED]
Sent: Wednesday, April 8, 2020 5:43 PM
To: Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>; Council <council@lionsbay.ca>; Peter DeJong <cao@lionsbay.ca>
Subject: Re: Urgent Lower Kelvin Grove 4:00 p.m. today

Here are the photos, they were all taken between 4:00 p.m. and 4:30 on Tidewater. Here is the link to the map showing the location of the Ansel Place resident was parked. I don't know if he ended up staying.

<https://goo.gl/maps/5KNmPeJoCNjpXQBc6>

Let me know if you have more questions.
Ruth

On Wed, Apr 8, 2020 at 4:56 PM [REDACTED] wrote:
Hello Council and Peter,

Just came back from witnessing cars seeking places to park. I took pictures of three vehicles parked in no parking spots without permits. One person was parking on what he called "highway" space where he says he has parked before. He also had fishing gear with him. When I informed him he was not to be parking there and this is a no fishing area he said he

was from Ansel Place and familiar. I have photos, do these help at all? I then became worried I had said anything as some people may be losing it being cooped up.

Helen said we should be addressing these emails as urgent, but I appreciate you may be swamped. Once the Village website is updated, - the page with parking info and the main page I can share on social media.

I am glad to hear non-resident parking will be restricted and look forward to your next communications.

Ruth Simons,

From: [Ron McLaughlin](#)
To: [REDACTED] [Naizam Jaffer](#); [Peter DeJong](#); [Municipal](#)
Subject: Re: Parking issue on streets NOT designated permit required --- (Mountain)
Date: Wednesday, April 8, 2020 11:44:47 AM

Hi Rebecca. Thank you very much for writing. Your email was very timely and your street was discussed for amended signage to detract visitor parking. Our public works department was going to check if they had the correct signage in stock to place in your area. If not they would try to outsource getting them asap. If the items are in hand they can be expected to be up before this week end. This would allow for parking infraction enforcement.

On the general matter of visitor parking I mentioned there will be new signs at the entrances to the Village that discourage visitors. As time moves on we expect to refine our message and signage to increasingly discourage casual visitors. That said, feedback from our Bylaw Officer is that groups come and gather, and take risks and park in non designated areas.

Thank you for the feed back to my questions. I appreciated your candor.

Regards and keep well,

Ron McLaughlin

Mayor

The Village of Lions Bay

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From: [REDACTED]
Sent: Tuesday, April 7, 2020 6:22 PM
To: Council <council@lionsbay.ca>; Peter DeJong <cao@lionsbay.ca>
Subject: Parking issue on streets NOT designated permit required

Hi,

I hope you and your families are keeping safe. The work you have done so far to support the village during this crisis is appreciated.

One urgent issue that needs to be addressed, is the parking on streets in the village where there is no signage. Currently, having a bylaw officer does not help in those situations.

Given that lots are closed and permit parking is in effect early, hikers are moving down to park on streets where is no signage (e.g along Mountain). While in usual hiking seasons, we are happy to share the parking in front of our house with visitors, we are now facing an unusual situation. This is going to be an issue that could cause crowding this sunny long weekend. According to various village bylaws, areas can be designated as resident only by council on a temporary basis.

Can this be auctioned by Fri so as to keep Lions Bay as safe as possible.

Thank you.
Rebecca Caspersen

Sent from Samsung tablet.

From: [Ron McLaughlin](#)
To: [Municipal](#)
Cc: [Peter DeJong](#)
Subject: Fw: 0% Tax Increase this year to support Home Owners
Date: Wednesday, April 15, 2020 11:50:04 AM

Hi Karla. For next agenda please.

Ron McLaughlin

Mayor

The Village of Lions Bay

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada

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From: Brenda Broughton [REDACTED]
Sent: Wednesday, April 15, 2020 11:43 AM
To: Ron McLaughlin <mayor.mclaughlin@lionsbay.ca>; Council <council@lionsbay.ca>
Cc: Peter DeJong <cao@lionsbay.ca>
Subject: 0% Tax Increase this year to support Home Owners

Dear Mayor Ron McLaughlin and the Village of Lions Bay Council,

As I walk the streets of Lions Bay, I realize how many business owners we have in Lions Bay and how many people are not working at this time.

We can be thankful that the Canadian Government is financially stepping up to the plate on behalf of the people of Canada.

These actions, however, still leave many Lions Bay families with a serious financial shortfall. As Canadians and British Columbians, our residents have a continued commitment to support an end to the dangers of the Corona Virus 19. The real implications for their income are becoming very serious.

For any Municipal Council, fighting the Corona Virus 19 and supporting its residents is the number one priority. Tax reduction, not tax deferral, is the right decision.

This is not a year for tax increases which can and will create unnecessary hardship. Most Projects can be delayed until 2021 or 2022 and beyond. We now know that the economic impact will be long lasting.

In order to support people paying their Municipal taxes, a 0% tax increase is a positive way of supporting families in Lions Bay. A delay in Municipal Tax payment is a help, however, **a 0% Tax increase will send a strong message of Municipal support to the citizens of Lions Bay.**

Thank you for Council's serious review toward action, in support of the citizens of Lions Bay.

Sincerely,

Brenda Broughton, MA

A black rectangular redaction box covering the signature area.

From: [REDACTED]
To: [Naizam Jaffer](#)
Cc: [Peter DeJong](#); [Council](#); [Municipal](#); [Pam Rooke](#)
Subject: RE: Traffic Calming needed on Lions Bay Ave result of COVID19
Date: Wednesday, April 8, 2020 1:19:49 PM

Hello Naizam,

Thank you for your reply email.

Fantastic to see the signage at those critical points and kudos to the Village and your team for making this happen.

As suggested I will reach out to our by-law enforcement with any beach or parking problems that I may see.

As for “traffic calming” in this particular area of Lions Bay Ave, it is my opinion that the Village should review the usage, obtain the meaningful data, and carry out preventative measures (whether bumps, bulb-outs, signage or otherwise) in order to mitigate the risk of an accident here. COVID19 aside, these past few summer seasons have been very busy with pedestrians and autos sharing this narrow Avenue. Simply because we “don’t know” or “can’t prove it” does not negate our “responsibility” to mitigate risk. ! I am happy to hear about council’s appetite for initiating this process. Should there be anything I can do personally to assist, please do not hesitate to reach out at any time.

Sincerely

Gary Brown

From: Naizam Jaffer [mailto:njaffer@lionsbay.ca]
Sent: April-08-20 11:48 AM
To: Gary Brown [REDACTED]
Cc: Peter DeJong <cao@lionsbay.ca>; Council <council@lionsbay.ca>; Municipal <agenda@lionsbay.ca>; Pam Rooke <finance@lionsbay.ca>
Subject: RE: Traffic Calming needed on Lions Bay Ave result of COVID19

Good Morning Mr. Brown,

Thank you for reaching out to us with your valid concerns during these trying times. I have been asked by Council to respond to your message and add that Mayor and Council were unanimous in their stance on deterring visitor during this pandemic.

I am happy to advise you that last Sunday, April 5, 2020, CAO Peter DeJong asked me to have Public Works install signage at all the exits off the Sea to Sky Highway into Lions Bay advising people that our beach parks are closed and that there is no parking unless you have a valid permit. Six 6-foot x 4-foot signs were ordered on Monday morning and will be picked up by staff today for installation before the long weekend. One of these signs will be installed on the south-west corner of the

intersection of Lions Bay Avenue and the southbound Sea to Sky highway onramp.

Further to this, Bylaw Enforcement Officers (BEO's) will be actively patrolling the Village as well and ask that you reach out to them should you observe any issues with respect to parking. I know that CAO DeJong will be speaking to the BEO's with directions on areas to focus their enforcement activities on.

With respect to traffic calming, typically these types of measures are installed after significant data gathering on the speeds and volumes of traffic present in a given area – save for your anecdotal information, we are lacking such data. Traffic calming measures such as speed bumps / humps and bulb-outs have significant costs attached to them and each type of measures come with their own pros and cons. All of this needs to be taken into account prior to making a decision on these types of infrastructure. There is an appetite from Council to review modest measures and I will be preparing a report for the next Council meeting for discussion.

Again, thanks for reaching out and stay safe and healthy over this Easter long weekend. Please feel free to reach out to me for any further questions or concerns.

All the best,

Naizam (Nai) Jaffer

Public Works Manager | Village of Lions Bay

Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0

Public Works Yard (604) 921-9833 | www.lionsbay.ca

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From: Peter DeJong <cao@lionsbay.ca>

Sent: Thursday, April 2, 2020 5:49 PM

To: Naizam Jaffer <njaffer@lionsbay.ca>

Subject: FW: Traffic Calming needed on Lions Bay Ave result of COVID19

Hi Nai,

Please see incoming correspondence below.

Peter DeJong, BA, LLB, CRM

Chief Administrative Officer

The Municipality of the Village of Lions Bay www.lionsbay.ca

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada

Village Office (604) 921-9333 | Fax (604) 921-6643

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From: Ron McLaughlin
Sent: Thursday, April 2, 2020 5:40 PM
To: Peter DeJong <cao@lionsbay.ca>
Subject: Fw: Traffic Calming needed on Lions Bay Ave result of COVID19

FYI

Ron McLaughlin

Mayor

The Village of Lions Bay

PO Box 141, 400 Centre Road, Lions Bay, BC V0N 2E0, Canada
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From: Gary Brown [REDACTED]
Sent: Thursday, April 2, 2020 4:17 PM
To: Council <council@lionsbay.ca>; Municipal <agenda@lionsbay.ca>
Subject: Traffic Calming needed on Lions Bay Ave result of COVID19

Good afternoon,

My name is Gary Brown, our family lives in 42 Lions Bay Ave.

I am writing to advise you of the situation unfolding in our neighborhood as a result of COVID 19.

Since our purchase in Lions bay in 2013 I have worked remotely from my home office directly overlooking the street from 42 Lions Bay Ave. 2 homes up from the CN tracks just above Rob&Ruth Simons. I watch the street from my desk most of the days Monday through Friday and of course we

are living here on the weekends.

There is lots going on here in front of 42 Lions Bay Ave, the automobile and pedestrian traffic has EXPLODED. Our little Avenue has been flooded with auto traffic in the forms of COVID19 city escapee's , non-stop Marina traffic, locals traffic, delivery couriers, now add in pedestrians, cyclists, scooters, skateboards - locals trying to stay sane, dog walkers, etc. It's a non-stop mix all getting together and squeezing down this steep, narrow, blind corner and blind convex piece of Lions Bay Ave in and around the CN rail crossing.

There is an accident waiting to unfold here. Believe me, as I'm writing this a young boy is rollerblading down the Avenue with a hockey stick and just landed himself on his ass in front of my driveway, a vehicle had to stop.

I believe it may be prudent to take some immediate action in the form of TRAFFIC CALMING. Vehicles need to move through here with EXTREME CAUTION. Maybe signage coming down Lions Bay Ave and going up in and around the CN crossing. SLOW DOWN / USE EXTREME CAUTION / PEDESTRIANS

Sincerely,
Gary Brown

From: [Municipal](#)
To: [Lions Bay Office](#)
Subject: FW: Fireworks being set off during the 7:00 pm pot-banging for Healthcare workers.
Date: Friday, April 17, 2020 11:08:53 AM

From: [REDACTED]
Sent: Thursday, April 16, 2020 8:31 AM
To: Council <council@lionsbay.ca>; Peter DeJong <cao@lionsbay.ca>; Peter DeJong <cao@lionsbay.ca>
Cc: Pam Cave [REDACTED]
Subject: Fireworks being set off during the 7:00 pm pot-banging for Healthcare workers.

Dear Mayor and Council: I want to let you know that someone is setting off fireworks being let off during the 7:00 pm pot-banging for Healthcare workers. This should be a concern for many reason:

- 1) It is not permissible.
- 2) It's a potential fire hazard at this time of year. There is already a wildfire in Squamish.
- 3) My dog doesn't like it.
- 4) It's not neighbourly.

A number of my fellow neighbours on Seaview are concerned. I am not all together certain who who is doing, but I suspect it might be from one of the homes on the waterfront near the Lions Bay Beach Park.

Jim Cave
[REDACTED]