

# Bowen Island Municipality

## Mission Statement:

In carrying out its mandate, Bowen Island Municipality will work towards conducting operations in a way that:

1. Improves the economic, environmental and social well-being for present and future generations;
2. Encourages and fosters community involvement;
3. Enhances the small, friendly, caring character of the community;
4. Maintains an open, accountable and effective operation; and
5. Preserves and enhances the unique mix of natural ecosystems and green spaces that Bowen Island possesses.

**NOTICE: That a regular meeting of Bowen Island Municipal Council will be held at Municipal Hall, 981 Artisan Lane on Monday, September 8, 2008 at 7:15 p.m. for the transaction of business listed below.**

To view an individual item –  
click on its coloured link

Kathy Lalonde, Corporate Officer

## AGENDA

### Council Meeting

### Monday, September 8, 2008

	Page	Timing
<b><u>OPENING OF COUNCIL MEETING</u></b>		<b>7:15 pm</b>
<b><u>1. APROVAL OF AGENDA</u></b>		
1.1 Introduction of Late Items	--	
<b><i>Recommendation:</i></b> <i>That Council approve the agenda and late items agenda (if applicable) for the September 8, 2008 regular Council meeting.</i>		
<b><u>2. ADOPTION OF MINUTES</u></b>		
2.1 <a href="#">Minutes of the regular Council meeting held July 28, 2008</a>	1-16	<b>7:20 pm (15 min)</b>
<b><i>Recommendation:</i></b> <i>That the minutes of the regular Council meeting held July 28, 2008 be adopted.</i>		
<b><u>3. PUBLIC COMMENTS</u></b>	--	
<b><u>4. DELEGATIONS - Nil</u></b>	--	
<b><u>5. REPORTS OF COMMITTEES, COW, COMMISSIONS</u></b>		
5.1 Draft minutes of the regular Committee of the Whole meeting held September 2, 2008	--	<b>7:35 pm (20 min)</b>
a. <a href="#">Bylaw No. 231, 2008: Official Community Plan Amendment – Cape Roger Curtis</a>	17-23	

***Recommendation:***

24

*That the report from the Planning Consultant entitled Official Community Plan Amendment – Cape Roger Curtis – dated 23 August 2008 be received; and  
 That Bowen Island Municipality Official Community Plan Bylaw No. 139, 1996, Amendment Bylaw No. 231, 2008 be read a first time; and  
 That pursuant to Section 879 of the Local Government Act, Bowen Island Municipality Official Community Plan Bylaw No. 139, 1996, Amendment Bylaw No. 231, 2008 staff be referred to the following groups for comment: Islands Trust, Advisory Planning Commission, Affordable Housing Working Group, Greenways Advisory Committee, Sustainable Framework Working Group, Metro Vancouver Regional Parks, School District #45, Cape Roger Curtis Trust Society, Bowen Island Conservancy, Bowen Island Fire Department, and Bowen Island Municipality Public Works Department; and  
 That Bowen Island Municipality Official Community Plan Bylaw No. 139, 1996, Amendment Bylaw No. 231, 2008 be presented to the community in the form of a Public Information Meeting; and  
 That Staff report back to Council on:  
 a) the results of the referral process and the Public Information Meeting; and  
 b) the technical studies addressing Island wide transportation impacts,  
 prior to proceeding further with the Bylaw.*

5.2	Affordable Housing Working Group re: Update to Council	--	<b>7:55 pm (60 min)</b>
a.	Bowen Island Affordable Housing Ownership Unit Guidelines: Qualifications and Waitlist Process ( <i>draft</i> )	25-27	
b.	Standard Charge Terms: Right of First Refusal and Option to Purchase ( <i>draft</i> )	28-41	
c.	Phase II Budget August 2008	42	
d.	Communications Plan	43-44	
e.	Interim Administrative Procedures <b><i>Recommendation from the Affordable Housing Working Group:</i></b> <i>That Council approve the wait list guidelines for ownership housing; and              That Council approve the Affordable Housing Working Group proceeding with Phase II.</i>	45	

	<b>Page</b>	<b>Timing</b>
<b><u>6. STAFF REPORTS</u></b>		
6.1 Celene Fung, Planner re: Development Variance Permit BM-DVP-05-2008 (Voyer), dated August 11, 2008 <i>Recommendation for reading of the Public Notice as follows (no motion required)::</i> <i>That Council will be considering a resolution on September 29, 2008 at Municipal Hall allowing the issuance of Development Variance Permit No. BM-DVP-05-2008 to Joel and Kelly Voyer. The purpose of this Development Variance Permit is to vary the side yard setbacks in order to accommodate the construction of a house addition and sunroom located at 1137 Miller Road and is legally described as Lot A, Plan 17189, Block 6, District lot 490 and 1628, New Westminster Plan.</i>	46-50	<b>8:55 pm</b> <b>(10 min)</b>
6.2 Bowen Island Building Inspection Office:	--	
a. Month End Statistics, June 2008	51	
b. Comparison of Building Statistics from June 2007, June 2008 and Year-to-Date	52	
c. Month End Statistics, July 2008	53	
d. Comparison of Building Statistics from July 2007, July 2008 and Year-to-Date	54	
e. Month End Statistics, August 2008	55	
f. Comparison of Building Statistics from August 2007, August 2008 and Year-to-Date <i>Recommendation:</i> <i>Provided for Council's information.</i>	56	

**7. BUSINESS ARISING FROM MINUTES**

7.1 Ratification of August 7, 2008 e-mail poll from Wil Hilsen, Acting Public Works Manager – Engineering re: Parks Capital Spending ( <i>Note: Five members of Council responded to the e-mail poll, four in the affirmative. This matter is presented for Council's further consideration</i> ); <i>Note: Revised motion to be provided on-table by the Director of Finance</i>	57	<b>9:05 pm</b> <b>(10 min)</b>
a. Bowen Island 2008 Parks Capital Plan	58	
b. Figure 1, dated August 6, 2008	59	

**Recommendation:**

*That Council direct staff to complete works as indicated in the 2008 Parks Capital Plan on a priority basis and authorizes the expenditure of up to \$30,400 from the Parks Capital Reserve to fund the works.*

**8. BYLAWS - Nil**

**9. CORRESPONDENCE**

9.1 Paulette Vetleson, Corporate Secretary, Metro Vancouver re: Endorsement of Greater Vancouver Regional District Regional Emergency Planning Service Establishment Bylaw No. 1079, 2008 (Bylaw 1079), dated July 17, 2008 60-85 9:15 pm (5 min)

a. Greater Vancouver Regional District Bylaw No. 1079, 2008: Regional Emergency Management Service Establishment 86-88

**Recommendation:**

*That Council endorse the adoption of Greater Vancouver Regional District Regional Emergency Planning Service Establishment Bylaw No. 1079, 2008 (Bylaw 1079).*

9.2 Marisa Newton, Municipal Insurance Association of BC re: Voting Delegate at the 21<sup>st</sup> Annual General Meeting of the Subscribers of the Municipal Insurance Association of BC, dated August 6, 2008 89 9:20 pm (5 min)

**Recommendation:**

*That Council appoint Councillor Alison Morse as the Voting Delegate and Councillors Frinton and Hocking as the Voting Alternates at the 21<sup>st</sup> Annual General Meeting of the Subscribers of the Municipal Insurance Association of BC on Tuesday, September 23, 2008*

**5. REPORT OF COMMITTEES, COW, COMMISSIONS (continued)**

**Recommendation (Unanimous Consent suggested – no motion required):**

9:25 pm (5 min)

*That Council receive for information the following as outlined in Section 9, Reports of Committees, COW, Commissions of the September 8, 2008, Council agenda:*

- *Draft minutes of the regular Snug Cove Sewer System Local Management Committee Meeting held July 16, 2008*
- *Draft minutes of the Bowen Bay Water System Local Advisory Committee meeting held July 23, 2008*

5.3 Draft minutes of the regular Snug Cove Sewer System Local Management Committee Meeting held July 16, 2008 (no recommendations for Council's consideration) 90-94

- 5.4 Draft minutes of the Bowen Bay Water System Local Advisory Committee meeting held July 23, 2008 (*no recommendations for Council's consideration*) 95-100

**10. NEW BUSINESS**

- 10.1 Councillors Peter Frinton and Alison Morse re: September 2008 Islands Trust Council Agenda 101-110 **9:30 pm (5 min)**

***Recommendation:***

*Provided for Council's information.*

- 10.2 Councillor Peter Frinton re: Islands Trust Council Trustee Remuneration Bylaw, Amendment No. 1, 2008 (*verbal report*) -- **9:35 pm (10 min)**

***Recommendation:***

*Whereas the Islands Trust Council will be considering readings of Bylaw #125 on or around September 12th, to wit:*

*“That the Islands Trust Council give First, Second and Third Readings to Bylaw 125, cited as Islands Trust Council Trustee Remuneration Bylaw, Amendment No. 1, 2008.”*

*And whereas passage of this bylaw, intended to establish remuneration rates for any new Salt Spring Island trustees elected to the SSI Local Trust Committee subsequent to a successful referendum to be held concurrent with local elections, November 15, 2008, would have a financial impact on Bowen Island, to wit:*

***“ FINANCIAL:***

*Attendance at Trust Council and committee meetings by two additional trustees will increase costs to some degree. Staff have estimated that the annual incremental costs for two additional trustees for travel, computers, internet and supplies would be approximately \$18000 and this amount has already been included in the Islands Trust budget for 2008-9. A portion of this amount would cover the costs of travel to and attendance at Trust Council and committee meetings.”*

*And furthermore, that Trust Council has recommended that new SSI Trustees be afforded an opportunity to ‘maximize their involvement at Trust Council’, contrary to the spirit of the ministerial directive which determined that new SSI trustees should be afforded the same opportunities ‘as members of the public’ at Trust Council meetings,*

*Therefore be it resolved that Bowen Island Municipality communicate its strenuous objections to the allocation of any costs associated with additional trustee remuneration, travel expenses, logistical support or any other expenditures to Trust Area Services.*

- |      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |         |                    |
|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|--------------------|
| 10.3 | <p>Ratification of August 14, 2008 e-mail polls re: Request by Bowfest Committee for exemption from the provisions of the Noise Control Bylaw on Saturday, August 23, 2008 from 11:00 a.m. to 10:30 p.m.; <i>Location: Crippen Park; Event: Bowfest; Type of Noise: Amplified music. (Four members of Council responded to the e-mail poll, all in the affirmative.)</i></p> <p><i>Note: The Bylaw Services Officer reviewed the application and has found it in order.</i></p> <p><b>Recommendation:</b></p> <p><i>That Council approve the request for exemption from the provisions of the Noise Control Bylaw to the Bowfest Committee on Saturday, August 23, 2008 from 11:00 a.m. to 10:30 p.m. at Crippen Park for Bowfest.</i></p>                                                                                                                                                              | 112-117 | 9:45 pm<br>(5 min) |
| 10.4 | <p>Ratification of August 28, 2008 e-mail polls re: Request by Julie Cree, Tuscany Restaurant for exemption from the provisions of the Noise Control Bylaw from 5:00 pm on Saturday, September 6, 2008 to 12:00 midnight on Sunday, September 7, 2008; <i>Location: Tuscany Restaurant, 451 Bowen Island Trunk Road; Event: wedding; Type of Noise: Live music. (Five members of Council responded to the e-mail poll, all in the affirmative.)</i></p> <p><i>Note: The Bylaw Services Officer reviewed the application and has found it in order.</i></p> <p><b>Recommendation:</b></p> <p><i>That Council approve the request for exemption from the provisions of the Noise Control Bylaw to Julie Cree, Tuscany Restaurant from 5:00 pm on Saturday, September 6, 2008 to 12:00 midnight on Sunday, September 7, 2008 for a wedding at the Tuscany Restaurant, 451 Bowen Island Trunk Road.</i></p> | 118-12  |                    |
| 10.5 | <p>Chris Buchanan, Bylaw Services Officer re: Noise Exemption Request – Wedding party to be held at 1280 Scarborough Road from 8:00 p.m. on September 27, 2008 to 12:00 midnight on September 27, 2008</p> <p><i>Note: The Bylaw Services Officer reviewed the application and found it in order.</i></p> <p><b>Recommendation:</b></p> <p><i>That Council approve the request for exemption from the provisions of the Noise Control Bylaw to Cheryl Evans for a wedding party at 1280 Scarborough Road from 8:00 p.m. on September 27, 2008 to 12:00 midnight on September 27, 2008</i></p>                                                                                                                                                                                                                                                                                                           | 123-125 |                    |

**11. INFORMATION ITEMS**

**Provided for Council's information. Copies of these information items are available at Municipal Hall in the Counter Copy agenda package.**

**9:50 pm  
(5 min)**

*Recommendation (Unanimous Consent suggested – no motion required):*

*That Council receive for information the items as listed below.*

- 11.1 BC Ferries – Statistics for the Month of July 2008
- 11.2 BC Healthy Communities – Newsletter dated August 2008
- 11.3 Devin Causley, Federation of Canadian Municipalities – PCP News re: SolarBC Offers Millions in Solar Incentives, dated July 17, 2008
- 11.4 Federation of Canadian Municipalities re: Call for Application: Transportation Projects, dated August 13, 2008
- 11.5 Union of BC Municipalities re:
  - a. Sue Clark, Program Officer, Union of BC Municipalities re: 2005 Emergency Planning Grant Completion, dated July 24, 2008
  - b. Highlights of the UBCM Executive Meeting held July 16-18, 2008
  - c. Accord Reached on the Trade Investment and Labour Mobility Agreement (TILMA), dated July 25, 2008
    - i. Donald Lidstone, Lidstone, Young, Anderson re: Accord Reached on the Trade Investment and Labour Mobility Agreement (TILMA), dated July 28, 2008
- 11.6 Islands Trust – News Release re:
  - a. September Trust Council Agenda Announced, dated August 12, 2008
  - b. Islands Trust Council Narrowly Decides Against Galiano Bylaws, dated August 15, 2008
- 11.7 BC Hydro – Lower Mainland-South Coast Update, Summer 2008
- 11.8 Ralph Drew, Chair, Lower Mainland Treaty Advisory Committee re: LMTAC Board Endorsed Discussion Paper – *Developing a Local Government Perspective on Cooperative Management Agreements with First Nations*, dated July 29, 2008

- 11.9 Heritage BC – Quarterly Newsletter, Summer 2008
- 11.10 Metro Vancouver – Board in Brief for the meeting held July 25, 2008
- 11.11 Ian Gill, President, EcoTrust Canada re: Climate Smart, dated August 8, 2008 (*full brochure available for viewing through the Administration Department*)
- 11.12 Mayor Maxine Wilson, City of Coquitlam re: Evergreen Proejct, dated July 29, 2008
- 11.13 The Real Estate Foundation of BC re: Annual Report 2007 (*full brochure available for viewing through the Administration Department*)

**12. ADJOURNMENT**

**9:55 pm**