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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

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**COUNCIL STRATEGY COMMITTEE  
OF THE VILLAGE OF LIONS BAY  
HELD ON TUESDAY, OCTOBER 16, 2018 at 6:50 PM  
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

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**AGENDA**

1. **Call to Order**
2. **Adoption of Agenda**
3. **Public Participation**
4. **Review & Approval of Minutes of Prior Meetings**
  - A. Council Strategy Committee Meeting – April 1, 2016 (Page 3)  
THAT the Council Strategy Committee Meeting Minutes of April 1, 2018 be approved as circulated.
  - B. Council Strategy Committee Meeting – May 8, 2018 (Page 7)  
THAT the Council Strategy Committee Meeting Minutes of May 8, 2018 be approved as circulated.
5. **Business Arising from the Minutes**
6. **Unfinished Business**
7. **Reports**
8. **New Business**
9. **Public Questions & Comments**
10. **Adjournment**

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THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**COUNCIL STRATEGY COMMITTEE  
OF THE VILLAGE OF LIONS BAY  
HELD ON FRIDAY, APRIL 1, 2016 at 2:00 PM  
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

**MINUTES**

In Attendance:

Council: Mayor Karl Buhr  
Councillor Fred Bain  
Councillor Ron McLaughlin  
Councillor Helen Waterson

Regrets: Councillor Jim Hughes

Staff: Chief Administrative Officer Peter DeJong  
Chief Financial Officer Pamela Rooke  
Office Coordinator Shawna Gilroy (Recorder)

Public: 1

**1. Call to Order**  
Mayor Buhr called the meeting to order at 2:00 p.m.

**2. Approval of Agenda**  
Moved/Seconded

THAT item 6Ci – “SCADA and Security Fencing” report be added as an addition to item 6C; and

THAT item 7Ai – “Finance Work Plan” be added; and

THAT the agenda be approved.

**CARRIED**

**3. Public Participation**

A. Mr. Scott Ando

Mr. Ando queried the following:

- When he would expect to have responses to his questions from the March 22, 2016 Regular Council Meeting;
- Why utilities and property taxes are considered reserves and not revenue for the current year;
- If budget item revisions could be identified to ensure that the public can follow along at ease from meeting to meeting;

- If Public Participation questions could be responded to during the meeting rather than staff to respond separately.

**4. Minutes**

None

**5. Business Arising from the Minutes**

None

**6. Unfinished Business**

A. 2015 Reserve Balances

The 2015 Reserve Balances were reviewed and discussed.

B. 2016 Preliminary Budget

The 2016 Preliminary Budget was reviewed and discussed.

**ACTION: Staff to invest in the cost of additional weekend garbage pick-up at Lions Bay Beach Park during the summer.**

C. 2016 Supplemental Budget Requests

The 2016 Supplemental Budget Requests were discussed. CFO Rooke made recommendations to remove certain items from the budget.

*Councillor McLaughlin excused himself from the meeting at 2:51 p.m. and returned at 2:52 p.m.*

i. SCADA and Security Fencing

The implications of the current SCADA and Security Fencing was discussed.

**7. Reports**

A. Staff

None

i. Finance Work Plan

CFO Rooke reviewed several items in the Finance Work Plan.

B. Mayor

None

C. Council

None

D. Committees

None

**8. New Business**

**9. Public Questions & Comments**

A. Mr. Scot Ando

Mr. Ando queried the following:

- How many Bylaw Enforcement tickets were there last year and the year before and what is so time consuming about the process to permit a new employee for 4 days per week;
- That the Infrastructure Master Plan is difficult to locate on the website and should be moved to an easier place to find;
- Whether the Village will be catching up for the years missed with those residents who were not paying the water tax at Brunswick Beach.

**10. Closed Council Meeting**

Moved/Seconded

THAT the meeting be closed to the public under the authority of the Community Charter, section 90(1) (g).

**CARRIED**

*The meeting was closed to the public at 4:22 p.m.*

*The meeting was re-opened to the public at 4:40 p.m.*

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

None

**12. Adjournment**

Moved/Seconded

THAT the meeting be adjourned.

**CARRIED**

*The meeting was adjourned at 4:40 p.m.*

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Mayor

\_\_\_\_\_  
Corporate Officer

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

**COUNCIL STRATEGY COMMITTEE  
OF THE VILLAGE OF LIONS BAY  
HELD ON TUESDAY, MAY 8, 2018 at 3:30 PM  
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY**

**MINUTES**

In Attendance:

Council: Mayor Karl Buhr  
Councillor Fred Bain  
Councillor Jim Hughes  
Councillor Ron McLaughlin

Regrets: Councillor Norm Barmeier

Staff: Chief Financial Officer Pamela Rooke (Acting CAO)  
Municipal Accountant Hayley Cook  
Office Coordinator Shawna Gilroy (Recorder)

Public: 0

**1. Call to Order**

Mayor Buhr called the meeting to order at 3:36 p.m.

**2. Adoption of Agenda**

Moved/Seconded

THAT the agenda be adopted as submitted.

**CARRIED**

**3. Public Participation**

None

**4. Review and Approval of Minutes of Prior Meetings**

A. Council Strategy Committee Meeting – January 23, 2018

Moved/Seconded

THAT the Council Strategy Committee Meeting Minutes of January 23, 2018 be approved as circulated.

**CARRIED**

**5. Business Arising from the Minutes**

None

**6. Unfinished Business**

None

**7. Reports**

None

**8. New Business**

A. Audit Report – Bill Cox, BDO Canada LLP

Mr. Cox presented the Audited Financial Statement Report and was satisfied that the numbers were fairly stated. He said BDO would be providing a clean audit opinion. Mr. Cox discussed with Council that if they ever had any concerns throughout the year which staff were unable to respond to, not to hesitate in contacting the auditors to look into the details rather than waiting for the audit. He advised Council that once they approved the Financial Statements, BDO would complete some subsequent event procedures to finalize the audit and then sign the Auditor's Letter. Mr. Cox reviewed the financial statements with Council and CFO Rooke answered questions regarding variances to budget and prior year actual.

**9. Public Questions & Comments**

None

**10. Closed Council Meeting**

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:

c) labour relations or other employee relations;

g) litigation or potential litigation affecting the municipality;

k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report].

**CARRIED**

*The meeting was closed to the public at 4:30 p.m.*

*The meeting was re-opened to the public at 5:15 p.m.*

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

Matters were discussed pertaining to the reasons for closing the meeting.

**12. Adjournment**

Moved/Seconded

THAT the meeting be adjourned.

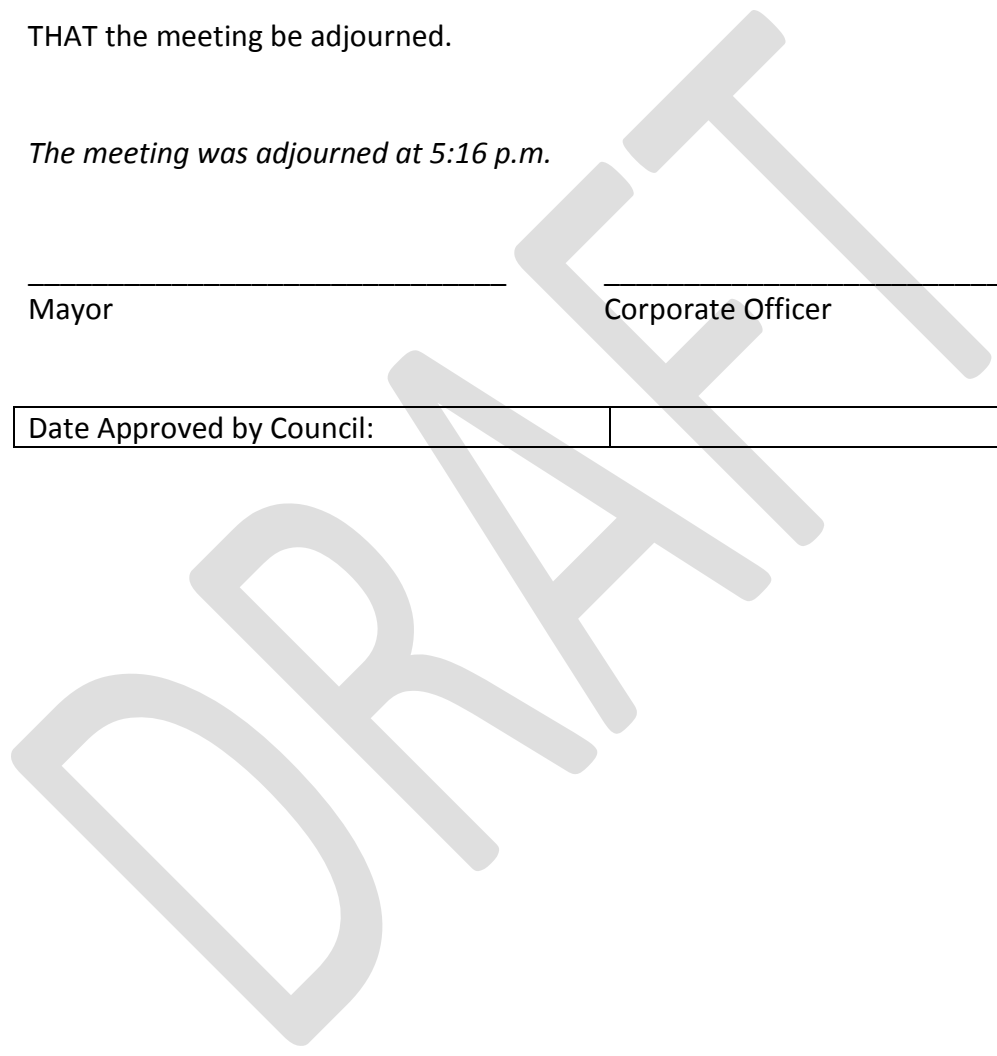
**CARRIED**

*The meeting was adjourned at 5:16 p.m.*

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Mayor

\_\_\_\_\_  
Corporate Officer

Date Approved by Council:	
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