



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

**COMMITTEE OF THE WHOLE MEETING
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, MAY 3, 2022 at 5:30 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY
AND VIA ZOOM VIDEO CONFERENCE**

MINUTES

In Attendance:

Council: Mayor Ron McLaughlin
Councillor Neville Abbott
Councillor Fred Bain (via video conference)
Councillor Norm Barmeier (via phone until 5:48 pm then in person)
Councillor Jaime Cunliffe

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

Public: 5

Delegation: 1

1. Call to Order

Mayor McLaughlin called the meeting to order at 5:31 p.m.

2. Adoption of Agenda

Moved/Seconded

THAT the agenda be adopted as submitted.

CARRIED

3. Public Participation

None

4. Review & Approval of Minutes of Prior Meetings

A. Committee of the Whole Meeting – February 15, 2022

The following item was identified as an amendment to the February 15, 2022 minutes:

Strike the sentence under item 5 Business Arising from the Minutes: “PWM Jaffer provided an update, noting that tests to check for asbestos fibers came back negative” and replace with “PWM Jaffer provided an update on the water testing for Upper Bayview and Oceanview asbestos cement mains. Tests for asbestos fibers in both locations came back negative. “

Moved/Seconded

THAT the Council Strategy Committee Meeting Minutes of February 15, 2022, be approved as amended.

CARRIED

B. Council Strategy Committee Meeting – April 7, 2022

THAT the Council Strategy Committee Meeting Minutes of April 7, 2022 be approved, as circulated.

CARRIED

5. Business Arising from the Minutes

None

6. Unfinished Business

None

7. New Business

A. Village of Lions Bay 2021 Audit Report – BDO Canada LLP

Paul Fripp, BDO Canada LLP presented the Village of Lions Bay 2021 Audit Report, noting:

- Status of the audit
- Audit considerations
- Findings
- Adjustments
- Overview of municipal finance standards

CFO Rooke clarified the Council expenses approval process.

P. Fripp responded to questions, noting

- Clarification of Asset Retirement Obligation standard

P. Fripp presented the audited financial statements.

P. Fripp and CFO Rooke responded to questions, noting:

- ranges of estimated useful lives of tangible capital assets are based on benchmarks and best estimates from staff and suppliers of equipment; useful life can be adjusted if new information is obtained

- P. Rooke noted that advice is received when an asset is acquired as to its useful life; asset management plan may provide more information
- Developer deposits are related to outstanding permits that have not been finalized
- Land Reserve Fund includes money received from disposal of land that provides access to water. Sewer parcel tax repays the funds borrowed from the reserve to pay for the wastewater treatment plant
- Clarification of disposal of equipment & furniture & vehicles: write-off of fully depreciated assets no longer in use

P. Fripp thanked finance staff and noted that BDO is ready to issue their final report upon Council approval of the Financial Statements.

8. Public Questions & Comments

None

9. 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;

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 6:29 p.m.

The meeting was re-opened to the public at 6:58 p.m.

10. Reporting Out from Closed Portion of Meeting

Council to report out that they had confidential dialogue without staff present.

11. Adjournment

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 6:58 p.m.

Mayor

Corporate Officer

Date Approved by Council:	
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