



**REGULAR COUNCIL MEETING
OF THE VILLAGE OF LIONS BAY
HELD ON TUESDAY, OCTOBER 3, 2023, AT 6:00 PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY
AND VIA ZOOM VIDEO CONFERENCE**

MINUTES

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

Staff: Ross Blackwell, Chief Administrative Officer
Karl Buhr, Public Works Manager
Joe Chirkoff, Controller
Marina Blagodarov, Acting Municipal Coordinator (Recorder)

Public: 3 in person; 18 via videoconference

1. Call to Order

Mayor Berry called the meeting to order at 6:01p.m.

2. Closure of Council Meeting

Proposed topics for discussion in the absence of the public:

- A. Labour
- B. Legal

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* and where required, the Council does consider that the matters could reasonably be expected to harm the interests of the municipality if they were held in public:

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

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- (c) labour relations or other employee relations;
- (d) the security of the property of the municipality;

- (f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;
- (g) litigation or potential litigation affecting the municipality;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (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;
- (n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2);

CARRIED

Meeting returned to open session at 7:06 p.m.

3. Reporting out from Closed portion of Meeting

None.

4. Adoption of Agenda

Moved/Seconded

THAT the agenda of the October 3, 2023, Regular Council Meeting be adopted with the following amendments:

- Strike 10Ai
- Strike 10Bi
- Strike 10Bii
- Strike 10Ciii
- Strike 10Civ
- Strike 10Cv
- Strike 10Di

CARRIED

(Mayor Berry and Councillor Broughton Opposed)

5. Public Participation

- A. Kambiz Azordegan: Spoke to the need for a parking committee.

6. Delegations

- A. Farrah Azordegan
Addressed the topic of the parking signs that have been removed in lower Kelvin Grove and the on-going issues in the Kelvin Grove parking lot.

7. Approval of Minutes of Prior Meetings

- A. Regular Council Meeting – September 19, 2023
Moved/Seconded
THAT the Regular Council Meeting Minutes of September 19, 2023 be approved as amended:
 - Sections 4 and 10Cii – change wording from “Abuse” to “Use”

- Section 8B – change name from “Chris Forward” to “Chris Ford”
- Change name from Tyler “Vanic” to Tyler “Banick”
- 10Ai – change sentence to “The CAO advised that the Annual Report has not yet been adopted by Council.”

CARRIED

8. Business Arising from the Minutes

9. Unfinished Business

A. Follow-Up Action Items from Previous Meetings

Action Item 265: on going

Action Item 284: on going – Banick to assist with Transport Canada

Action Item 287: on going

Action Item 293: on going – Wood on order, waiting for completion

Action Item 294: on going – add Policy 1407

Action Item 295: on going – draft in preparation

Action Item 296: on going – Joe Chirkoff provided status on the annual report, advising Council that the adopted up-to-date minutes need to be provided before the annual report can be approved.

Moved/Seconded

THAT the CAO receive and bring to the next Council Meeting all outstanding closed and open minutes.

CARRIED

Action Item 297: on going

Action Item 298: evacuation plan/brochure – on going

Action Item 299: review on going

Add Action Item: Controller Joe Chirkoff to present budget updated on monthly basis

10. Reports

A. Staff

ii. Finance, Budget vs Actual Tracking – Controller

Controller Chirkoff presented snapshot of the budget to June 30th actual Budget numbers. Advised the Budget is on track as of June 30th. There were some suggestions made to adjust certain journal entries to general ledger.

Action: Staff to present a bylaw report on parking tickets/and staff time

Action: Staff to review the secondary suits revenue

Action: Controller to present up-to-date budget on monthly basis

Controller Chirkoff advised that the 2024 budget would likely be ready for adoption in early January of 2024.

iii. Klatt Building update – verbal report – Public Works Manager

PWM Buhr provided an update. Project has begun, waiting for revised bid drawing before going out to tender.

B. Mayor

C. Council

- i. Councillor's Cunliffe and Broughton - Lions Bay Beach Park update – verbal report
Councillor Broughton provided an update on the Requests for Proposal.
More formal information to come at open house anticipated in November.

Action: Councillor Broughton to provide RFPs to rest of Council at In Camera meeting.

- ii. Councillor Broughton: UBCM – verbal report
Reflected on the experience at the UBCM conference.
CAO Blackwell recommended adding to the budget item for Council to attend conferences as such.

D. Committees

- ii. Councillors Abbott and Reuter: Climate Action Committee
- R100 Diesel for Hall – Councillor Abbott discussed about the goal of having bio diesel furnace and its usage.
 - Approve Terms of Reference (TOR) – review the changes to the TOR
- Moved/Seconded
THAT Council approve the updated Terms of Reference of the Climate Action Committee.

CARRIED

E. Emergency Services

- i. RCMP Report
The RCMP Report was provided with meeting materials for information.
Moved/Seconded
THAT the RCMP report from July to August 2023 be received.

CARRIED

11. Resolutions

None.

12. Bylaws

None.

13. Correspondence

- A. List of Correspondence to September 28, 2023
The list of correspondence was included with meeting materials for information.

Action: Correspondence policy to be reviewed by CAO for Council consideration.

Moved/Seconded
THAT general and resident correspondence be received for information.

CARRIED

14. New Business

15. Public Questions and Comments

- A. Tanya Cosgrave: Spoke to parking issues within the Village and stated her support for a parking committee.

16. Resumption of 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* and where required, the Council does consider that the matters could reasonably be expected to harm the interests of the municipality if they were held in public:

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- (c) labour relations or other employee relations;
- (n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2);

CARRIED

The open meeting adjourned at 9:23 p.m. and resumed at 9:xx p.m.

17. Reporting out from Closed Council Meeting

Council appointed Joe Chirkoff as the Financial Officer. Councillors Abbott and Reuter opposed.

18. Adjournment

Moved/Seconded

THAT the open meeting be adjourned.

CARRIED

The open meeting adjourned at 9:xx p.m.

Mayor

CAO

Date Adopted by Council:	October 17, 2023
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