



**COMMITTEE OF THE WHOLE MEETING
HELD ON TUESDAY, DECEMBER 3, 2024, AT 7:00 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

Absent: Councillor Jaime Cunliffe
Councillor Marcus Reuter

Staff: Ross Blackwell, Chief Administrative Officer (CAO)
Karl Buhr, Director of Operations
Joe Chirkoff, Financial Officer
Kristal Kenna, Deputy Corporate Officer

1. Call to Order

The meeting was called to order at 6:43 p.m.

2. Closed Council Meeting

Proposed topics for discussion in the absence of the public:

A. Land Acquisition

Moved By: Councillor Broughton

Seconded By: Councillor Abbott

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:

(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.

CARRIED

The Regular meeting adjourned at 6:43 p.m. and reconvened at 7:04 p.m.

3. Reporting out from Closed Council Meeting

None.

4. Adoption of Agenda

Moved By: Councillor Abbott

Seconded By: Councillor Broughton

THAT the agenda of December 3, 2024, Committee of the Whole be adopted with the removal of Item 7.A.

DEFEATED

(Councillor Broughton and Mayor Berry opposed, Councillor Abbott in favour)

Moved By: Councillor Broughton

Seconded By: Councillor Abbott

THAT the agenda of December 3, 2024, Committee of the Whole be adopted with the addition of Matters Arising from the Minutes and Item 8.A.i. Infrastructure Committee Report, and the replacement of 8.A.i. 2025 Draft Budget as 8.B.i.

CARRIED

5. Public Participation

A. None.

6. Review and Approval of Minutes of Prior Meetings

A. Committee of the Whole Meeting Minutes – June 4, 2024

Moved By: Councillor Broughton

Seconded By: Councillor Abbott

THAT the motion to adopt the agenda of the June 4, 2024, Committee of the Whole Meeting be amended to reflect Councillor Broughton as the Mover and Councillor Abbott as the Secunder.

CARRIED

B. Matters Arising from the Minutes

No items considered.

7. Unfinished Business

- A. Follow Up to Ministry of Municipal Affairs Letter to the Village of Lions Bay in Respect of the Requested Council Report to the Ministry on the Implementation of the Recommendations of the Provincial Advisor

Action: **Ross Blackwell, Chief Administrative Officer (CAO), will respond to the Ministry's letter expressing that Council is respecting the request of the Ministry to be updated and that Council is addressing the matter in Closed Council meetings and will share information as appropriate.**

B. Follow-Up Action Items List

C. VILLAGE OF LIONS BAY FOLLOW-UP ACTION ITEM LIST				
ACTION NO.	DATE	ITEM/ACTION/DESCRIPTION	PERSON	STATUS
297	Sept 19, 2023	CAO to complete a cost-benefit analysis on document storage options	CAO	On-Going
310	Nov 7, 2023	CAO to rescope connector project and bring back to Council	CAO/Public Works	On-Going
311	Nov 7, 2023	Proceed with wayfinding signage project subject to community input	?	Deferred
315	Feb 20, 2024	Firefighting Reserve Policy referred to Infrastructure Committee	?	On-Going
316	Feb 20, 2024	Water Shortage Policy	?	On-Going
319	June 18, 2024	Ross Blackwell, Chief Administrative Officer, to review the video for the June 4, 2024, Special Council Meeting, to review the motions referring to the Provincial Advisor's recommendations put forward on August 31, 2023.	Video reviewed by DCO	Complete
320	June 18, 2024	The Investment Policy is to be approved at the next Regular Open Meeting.		
321	June 18, 2024	Staff to investigate whether the Village of Lions Bay can apply for grants and funding as a rural community.		
322	October 1, 2024	Joe Chirkoff, Financial officer, to provide the following information to the Committee of the Whole: Costs incurred and funding received for each Village project;	Financial Officer	Complete

		A summary of the rules and expenditure requirements for climate action funds; and Further cost breakdowns for the General Fund – Sewer.		
323	November 6, 2024	Joe Chirkoff, Financial Officer, to determine the feasibility of designating one vehicle to the Fire Rescue Service and the Works Department.	Financial Officer	
324	November 19, 2024	Ross Blackwell, Chief Administrative Officer, to consult with Joe Chirkoff, Financial Officer, on costs associated with paying staff for the proposed 2024 holiday closure and report back to Council.	CAO/Financial Officer	Complete
325	November 19, 2024	Ross Blackwell, Chief Administrative Officer, to contact the Ministry of Transportation and Infrastructure regarding concerns about the concrete barriers on the Upper Levels Highway.	CAO	

Discussion ensued, and it was suggested that separate action lists be developed for the Committee of Whole related to general discussion, and a list for matters requiring a decision of Council.

8. Reports

A. Committees

i. Infrastructure Committee Report

Councillor Abbott reviewed a briefing note provided with meeting materials regarding project recommendations to Council from the Infrastructure Committee to Council, including replacement of undersized, cast iron, and asbestos cement water distribution network pipes, bridge end repairs, Project SCORE (SCADA Operations Rework), deferral of Project WHIRL (Weir Height/Inclination Realign), and bringing finished water into compliance with the Guidelines for Canadian Drinking Water Quality.

It was noted that the recommendations would be discussed in the context of the 2025 Draft Budget presentation.

B. Staff

i. 2025 Draft Budget

Joe Chirkoff, Financial Officer, reviewed the 2025 Draft Budget, included with meeting materials, for information.

Discussion ensued regarding capital expenditures and funding requests. It was noted that the Budget would be presented at the December 10, 2024, Regular Council Meeting for its first reading.

9. New Business

None.

10. Public Questions and Comments

A. None.

11. Adjournment

Moved By: Councillor Abbott

Seconded By: Councillor Broughton

THAT the December 3, 2024, Committee of the Whole Meeting now adjourn.

CARRIED

The Committee of the Whole meeting adjourned at 8:53 p.m.

Mayor

CAO

Date Adopted by <u>Council</u> :	March 4, 2025
----------------------------------	---------------