

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER**

**FINANCE AND AUDIT COMMITTEE MEETING AGENDA**

**MONDAY, MAY 8, 2023**

**2 PM IN THE COUNCIL CHAMBER, MUNICIPAL HALL**

*(In-person attendance only)*

*Note: Council Committee meetings are conducted in accordance with Council Committee Procedure Bylaw No. 5020, 2019 (as amended), subject to the discretion of the Chair.*

**CALL TO ORDER**

**1. Call to Order**

*Note: Chair will confirm that the meeting is being conducted in-person, pursuant to Council Committee Procedure Bylaw No. 5020, 2019 (as amended).*

**APPROVAL OF AGENDA**

**2. Approval of Committee Meeting Agenda**

RECOMMENDATION:

THAT the May 8, 2023 Finance and Audit Committee meeting agenda be approved as circulated.

**ADOPTION OF MINUTES**

**3. Adoption of Committee Meeting Minutes**

RECOMMENDATION:

THAT the March 13, 2023 Finance and Audit Committee meeting minutes be adopted as circulated.

**PUBLIC QUESTIONS**

**4. Public Questions**

**NEXT MEETING**

**5. Next Meeting**

The next Finance and Audit Committee meeting is scheduled for June 29, 2023 at 2 p.m. and held in-person in the Council Chamber at the Municipal Hall.

**EXCLUSION OF PUBLIC****6. Exclusion of Public Pursuant to s.90 and s.93 of the *Community Charter***

## RECOMMENDATION:

THAT in the public interest, members of the public be excluded from part of the May 8, 2023 Finance and Audit Committee meeting on the basis of 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:
- (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*].
93. In addition to its application to council meetings, this Division and section 133 (of the *Community Charter*) also applies to meetings of the following:
- (a) Council committees.

Purpose of meeting: legal matters and audit report.

**ADJOURNMENT****7. Adjournment of Committee Meeting**

## RECOMMENDATION:

THAT the May 8, 2023 Finance and Audit Committee meeting (open session) be adjourned.

The Committee will then proceed with the closed session.

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER  
FINANCE AND AUDIT COMMITTEE MEETING MINUTES  
COUNCIL CHAMBER, MUNICIPAL HALL  
MONDAY, MARCH 13, 2023**

---

Committee Members: Mayor M. Sager (Chair); and Councillors N. Gambioli, P. Lambur, S. Snider, S. Thompson, and L. Watt attended the meeting in the Council Chamber, Municipal Hall. Absent: Councillor C. Cassidy.

Staff: R. Bartlett, Chief Administrative Officer; I. Gordon, Director, Financial Services; S. Ketter, Director, Parks, Culture & Community Services; C. Boy, Deputy Director, Financial Services; A. Kwan, Deputy Director, Engineering & Transportation Services; and L. Taylor, Committee Clerk attended the meeting in the Council Chamber, Municipal Hall.

**1. CALL TO ORDER**

The meeting was called to order at 1:59 p.m.

**2. APPROVAL OF AGENDA**

It was Moved and Seconded:

THAT the March 13, 2023 Finance and Audit Committee meeting agenda be amended by:

- moving Item 5 to be considered immediately prior to Item 4;

AND THAT the agenda be approved as amended.

CARRIED

**3. ADOPTION OF MINUTES**

It was Moved and Seconded:

THAT the February 27, 2023 Finance and Audit Committee meeting minutes be adopted as circulated.

CARRIED

## **REPORTS / ITEMS**

### **5. Development Potential Relief**

C. Boy (Deputy Director, Financial Services) presented the Development Potential Relief item. Finance staff responded to questions from Committee members.

Mayor M. Sager introduced Ms. M. O'Brien, Executive Director, Ambleside Dundarave Business Improvement Association (ADBIA) who spoke in regard to this topic. In general, ADBIA liked the concept but would find it difficult to identify which businesses would receive the tax break. She noted that ADBIA would like to work with District of West Vancouver staff under the direction of Council. It was noted by Finance staff that the March 15 due date was too tight to make any recommendations for this year.

It was Moved and Seconded:

THAT the report regarding Development Potential Relief be received for information.

**CARRIED**

Councillor L. Watt left the Council Chamber at 3 p.m. and returned at 3:02 p.m.

### **4. Phase 1 Capital Project List**

Finance staff responded to questions from the Committee.

It was Moved and Seconded:

THAT the Phase 1 Capital Project List be forwarded to Council for endorsement.

**CARRIED**

### **5. Development Potential Relief**

Considered immediately prior Item 4.

## **PUBLIC QUESTIONS**

### **6. PUBLIC QUESTIONS**

There were no questions.

## **NEXT MEETING**

### **7. NEXT MEETING**

Staff confirmed that the next Finance and Audit Committee meeting is scheduled for May 8, 2023 at 2 p.m. and held in-person in the Council Chamber at the Municipal Hall.

**ADJOURNMENT**

**8. ADJOURNMENT**

It was Moved and Seconded:

THAT the March 13, 2023 Finance and Audit Committee meeting be adjourned.

**CARRIED**

The meeting adjourned at 3:10 p.m.

Certified Correct:

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Committee Clerk

DRAFT