

THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER

FINANCE AND AUDIT COMMITTEE MEETING AGENDA

MONDAY, MAY 12, 2025

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.

1. CALL TO ORDER

2. APPROVAL OF AGENDA

RECOMMENDATION:

THAT the May 12, 2025 Finance and Audit Committee meeting agenda be approved as circulated.

3. ADOPTION OF MINUTES

RECOMMENDATION:

THAT the February 10, 2025 Finance and Audit Committee meeting minutes be adopted as circulated.

4. PUBLIC QUESTIONS

5. NEXT MEETING

The next Finance and Audit Committee meeting is scheduled for September 15, 2025 at 2 p.m. and held in-person in the Municipal Hall Council Chamber.

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 12, 2025 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.

7. ADJOURNMENT

RECOMMENDATION:

THAT the May 12, 2025 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, FEBRUARY 10, 2025**

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

Staff: S. Findlay, Municipal Manager; S. Ketler, Deputy Municipal Manager/Director, Parks, Culture & Community Services; H. Dallas, Senior Manager, Legislative Services/Corporate Officer; J. Bailey, Director, Planning, Development & Environment Services; C. Gadsby, Director, Community Relations & Communications; E. Glickman, Director, Human Resources & Payroll; I. Gordon, Director, Finance & Corporate Services; S. Hall, Director, Library Services; G. Howard, Fire Chief; J. Moller, Director, Engineering & Transportation Services; C. Boy, Deputy Director, Financial Services; H. Keith, Senior Manager, Climate Action & Environment; C. Shi, Senior Manager, Accounting & Revenue Services; J. Wong, Senior Manager, Facilities & Assets; N. Laptieva, Acting Manager, Financial Planning; and L. Taylor, Executive Assistant to the Director of Finance & Corporate Services (Committee Clerk) attended the meeting in the Council Chamber, Municipal Hall.

1. CALL TO ORDER

The meeting was called to order at 2 p.m.

2. Welcome to Members and Election of Chair

It was Moved and Seconded:

THAT the Mayor be elected as Chair for 2025.

CARRIED
(Councillor Snider absent for the vote)

It was Moved and Seconded:

THAT the Acting Mayor be elected as Acting Chair for 2025.

CARRIED
(Councillor Snider absent for the vote)

3. Committee Meeting Schedule

It was Moved and Seconded:

THAT the Finance and Audit Committee Meeting Schedule for 2025 be adopted as follows:

- March 10, 2025 at 2 p.m.;

- May 12, 2025 at 2 p.m.;
- September 15, 2025 at 2 p.m.; and
- December 1, 2025 at 2 p.m.

CARRIED
(Councillor Snider absent for the vote)

It was Moved and Seconded:

THAT all remaining Finance and Audit Committee meetings for 2025 be held in-person in the Council Chamber, Municipal Hall.

CARRIED
(Councillor Snider absent for the vote)

4. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the February 10, 2025 Finance and Audit Committee meeting agenda be approved as circulated.

CARRIED
(Councillor Snider absent for the vote)

5. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the December 9, 2024 Finance and Audit Committee meeting minutes be adopted as circulated.

CARRIED
(Councillor Snider absent for the vote)

REPORTS / ITEMS

6. Proposed 2025 Operating and Capital Budgets Report

Staff presented the Proposed 2025 Operating and Capital Budgets Report and answered Committee questions. The Chair expressed that more time was required to review and discuss the operating and capital budgets and thus the Committee would not be recommending a tax rate increase to Council at this time.

It was Moved and Seconded:

THAT the draft report dated February 3, 2025 regarding Proposed 2025 Operating and Capital Budgets be received for information.

CARRIED
(Councillor Snider absent for the vote)

7. Descriptions of District Reserves and Estimated 2024 Year End Balances

Staff presented the Descriptions of District Reserves and Estimated 2024 Year End Balances and answered Committee questions.

It was Moved and Seconded:

THAT the memorandum dated February 4, 2025 regarding Descriptions of District Reserves and Estimated 2024 Year End Balances be received for information.

CARRIED

(Councillor Snider absent for the vote)

8. 2024 Asset Management Update

Staff presented the 2024 Asset Management Update and answered Committee questions.

Councillor Snider joined the meeting at 2:53 p.m.

It was Moved and Seconded:

THAT the draft report dated January 24, 2025 regarding 2024 Asset Management Update be received for information.

CARRIED

9. PUBLIC QUESTIONS

There were no questions from the public.

10. NEXT MEETING

Staff confirmed that the next Finance and Audit Committee meeting is scheduled for March 10, 2025 at 2 p.m. and held in-person in the Council Chamber, Municipal Hall.

11. ADJOURNMENT

It was Moved and Seconded:

THAT the February 10, 2025 Finance and Audit Committee meeting be adjourned.

CARRIED

The meeting adjourned at 3:04 p.m.

Certified Correct:

Chair

Committee Clerk