

THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER

FINANCE AND AUDIT COMMITTEE MEETING AGENDA

MONDAY, DECEMBER 1, 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 December 1, 2025 Finance and Audit Committee meeting agenda be approved as circulated.

3. ADOPTION OF MINUTES

RECOMMENDATION:

THAT the September 15, 2025 Finance and Audit Committee meeting minutes be adopted as circulated.

REPORTS / ITEMS

4. Proposed 2026 Finance and Audit Committee Meeting Schedule and Work Plan

RECOMMENDATION:

THAT the Proposed 2026 Finance and Audit Committee Meeting Schedule and Work Plan be received for information.

5. PUBLIC QUESTIONS

6. NEXT MEETING

RECOMMENDATION:

THAT the next Finance and Audit Committee meeting be scheduled for February 9, 2026 at 2 p.m. and held in-person in the Council Chamber, Municipal Hall.

EXCLUSION OF PUBLIC**7. 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 December 1, 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:
- (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]; and
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: audit report.

RECOMMENDATION:

THAT Brandon J. Ma (KPMG LLP) and Arena Chan (KPMG LLP) be allowed to attend the December 1, 2025 closed Finance and Audit Committee meeting pursuant to section 91(2)(b) of the *Community Charter*.

8. ADJOURNMENT

RECOMMENDATION:

THAT the December 1, 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, SEPTEMBER 15, 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 and Community Services; I. Gordon, Director, Finance and Corporate Services; J. Moller, Director, Engineering and Transportation Services; C. Boy, Deputy Director, Financial Services; F. Mansoori, Senior Manager, Engineering Utilities Planning, Design and Projects; C. Shi, Senior Manager, Accounting and Revenue Services; E. Willobee, Senior Manager, Engineering Services; N. Laptieva, Acting Manager, Financial Planning; and L. Taylor, Executive Assistant to the Director, Finance and Corporate Services, attended the meeting in the Council Chamber, Municipal Hall.

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the September 15, 2025 Finance and Audit Committee meeting agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the May 12, 2025 Finance and Audit Committee meeting minutes be adopted as circulated.

CARRIED

REPORTS / ITEMS

4. 2026 Utility Rate Bylaws

Staff provided a presentation and responded to questions from Committee members.

Councillor Thompson left the meeting at 1:17 p.m. and returned at 1:18 p.m. Councillor Gambioli left the meeting at 1:58 p.m. and returned at 2:01 p.m.

It was Moved and Seconded:

THAT

1. the Finance and Audit Committee endorse the proposed solid waste utility rates as identified in the September 2, 2025 report titled Solid Waste Utility Update and Proposed 2026 Rates;
2. the Finance and Audit Committee endorse the proposed water utility rates as identified in the September 2, 2025 report titled Proposed Waterworks Regulation Bylaw No. 5260, 2023, Amendment Bylaw No. 5392, 2025; and
3. the Finance and Audit Committee endorse the proposed sewer and drainage utility rates as identified in the September 2, 2025 report titled Proposed Sewerage and Drainage Regulation Bylaw No. 5263, 2023, Amendment Bylaw No. 5393, 2025; and
4. the reports be forwarded to Council for consideration.

CARRIED

5. Proposed 2025-2029 Five-Year Financial Plan Bylaw No. 5381, 2025, Amendment Bylaw No. 5403, 2025 and Proposed 2025 Phase 2 Capital Funding Report

Staff responded to questions from the Committee.

It was Moved and Seconded:

THAT the report regarding Proposed 2025-2029 Five-Year Financial Plan Bylaw No. 5381, 2025, Amendment Bylaw No. 5403, 2025 and Proposed 2025 Phase 2 Capital Funding Report be received for information.

CARRIED

6. Proposed 2026 Permissive Tax Exemption Bylaw No. 5382, 2025

Staff responded to questions from the Committee.

A member of the St. Anthony's Parish came to thank staff and Council for the process.

It was Moved and Seconded:

THAT

1. the Finance and Audit Committee thanks the Community Grants Advisory Panel for their work in evaluating the 2026 Permissive Tax Exemption applicants and supports their recommendations; and
2. proposed 2026 Permissive Tax Exemption Bylaw No. 5382, 2025 be forwarded to Council for consideration.

CARRIED

7. Second Quarter Financial Report

Staff briefly described the content of the Second Quarter Financial Report.

It was Moved and Seconded:

THAT the report regarding Second Quarter Financial Report be received for information.

CARRIED

8. PUBLIC QUESTIONS

There were no questions.

9. NEXT MEETING

The next Finance and Audit Committee meeting is scheduled for December 1, 2025 at 2 p.m. and held in person in the Council Chamber, Municipal Hall.

10. ADJOURNMENT

It was Moved and Seconded:

THAT the September 15, 2025 Finance and Audit Committee meeting be adjourned.

CARRIED

The meeting adjourned at 3:01 p.m.

Certified Correct:

Chair

Committee Clerk