

THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER

FINANCE AND AUDIT COMMITTEE MEETING AGENDA

MONDAY, JANUARY 16, 2023

1 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).

2. Election of Acting Chair for 2023

RECOMMENDATION:

THAT the Acting Mayor be elected as Acting Chair for 2023.

APPROVAL OF AGENDA

3. Approval of Committee Meeting Agenda

RECOMMENDATION:

THAT the January 16, 2023 Finance and Audit Committee meeting agenda be approved as circulated.

ADOPTION OF MINUTES

4. Adoption of Committee Meeting Minutes

RECOMMENDATION:

THAT the December 5, 2022 Finance and Audit Committee meeting minutes be adopted as circulated.

REPORTS / ITEMS

5. Committee Meeting Schedule for 2023

RECOMMENDATION:

THAT the Finance and Audit Committee Meeting Schedule for 2023 be adopted as follows:

- February 13, 2023 at 2 p.m.;

- March 13, 2023 at 2 p.m.;
- May 8, 2023 at 2 p.m.;
- June 29, 2023 at 2 p.m.;
- September 11, 2023 at 2 p.m.; and
- December 4, 2023 at 2 p.m.;

RECOMMENDATION:

THAT all remaining Finance and Audit Committee meetings for 2023 be held in-person in the Council Chamber at Municipal Hall.

6. 2023 Budget Update

RECOMMENDATION:

THAT the 2023 Budget Update be received for information.

7. 2022 Asset Management Update

RECOMMENDATION:

THAT the 2022 Asset Management Update be received for information.

PUBLIC QUESTIONS

8. Public Questions

NEXT MEETING

9. Next Meeting

The next Finance and Audit Committee meeting is scheduled for February 13, 2023 at 2 p.m. and held in-person in the Council Chamber at Municipal Hall.

ADJOURNMENT

10. Adjournment of Committee Meeting

RECOMMENDATION:

THAT the January 16, 2023 Finance and Audit Committee meeting be adjourned.

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
FINANCE AND AUDIT COMMITTEE MEETING MINUTES
COUNCIL CHAMBER, MUNICIPAL HALL
MONDAY, DECEMBER 5, 2022**

Committee Members: Mayor M. Sager 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: T. Azuma, Committee & Policy Coordinator; R. Bartlett, Chief Administrative Officer; C. Boy, Deputy Director, Financial Services; P. Cuk, Manager, Legislative Operations/Deputy Corporate Officer; I. Gordon, Director, Financial Services; J. Hu, Manager, Financial Planning; C. Shi, Manager, Financial Accounting & Reporting; 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 p.m.

2. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the December 5, 2022 Finance and Audit Committee meeting agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the November 14, 2022 Finance and Audit Committee meeting minutes be adopted as circulated.

CARRIED

REPORTS / ITEMS

4. Proposed 2023 Finance and Audit Committee Meeting Schedule and Work Plan

It was Moved and Seconded:

THAT the Proposed 2023 Finance and Audit Committee Meeting Schedule and Work Plan be received for information.

CARRIED

PUBLIC QUESTIONS

5. PUBLIC QUESTIONS

M. Phillipoff commented regarding the November 14, 2022 Finance and Audit Committee's two presentations. He recommended that the 2023 Asset Levy be increased from 1.00% to 6.00% to take care of the \$4.8M shortfall.

G. McIsaac commented regarding the 2023 Budget process and timeline.

J. Robertson commented regarding the Terms of Reference for the Finance and Audit Committee. He recommended that the terms be revised to allow the Committee to review and recommend for approval the Five-Year Financial Plan. He also recommended that the 2023 Committee workplan include a review of the strategic plan at either the January or February meeting.

NEXT MEETING

6. NEXT MEETING

It was Moved and Seconded:

THAT the next Finance and Audit Committee meeting be scheduled for January 16, 2023 at 1 p.m. and be held in-person in the Council Chamber at Municipal Hall.

CARRIED

EXCLUSION OF PUBLIC

7. RESOLUTION RE EXCLUSION OF PUBLIC PURSUANT TO s. 90 and s. 93 OF THE *COMMUNITY CHARTER*

It was Moved and Seconded:

THAT in the public interest, members of the public be excluded from part of the December 5, 2022 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.

CARRIED

ADJOURNMENT

8. ADJOURNMENT

It was Moved and Seconded:

THAT the December 5, 2022 Finance and Audit Committee meeting (open session) be adjourned.

CARRIED

The meeting adjourned at 1:09 p.m. The Committee then proceeded with the closed session.

Certified Correct:

Chair

Committee Clerk

DRAFT