

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
FINANCE AND AUDIT COMMITTEE MEETING MINUTES
COUNCIL CHAMBER, MUNICIPAL HALL
MONDAY, DECEMBER 9, 2024**

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. Ketter, Deputy Municipal Manager/Director, Parks, Culture & Community Services; P. Cuk, Manager, Legislative Operations/Deputy Corporate Officer; C. Boy, Deputy Director, Financial Services; J. Xue, Senior Accountant; 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 2:02 p.m.

2. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the December 9, 2024 Finance and Audit Committee meeting agenda be approved as circulated.

CARRIED

(Councillors Cassidy and Gambioli absent at the vote)

3. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the September 23, 2024 Finance and Audit Committee meeting minutes be adopted as circulated.

CARRIED

(Councillors Cassidy and Gambioli absent at the vote)

Councillors Cassidy and Gambioli entered the meeting at 2:03 p.m.

REPORTS / ITEMS

4. Proposed 2025 Finance and Audit Committee Meeting Schedule and Work Plan

It was Moved and Seconded:

THAT the Proposed 2025 Finance and Audit Committee Meeting Schedule and Work Plan be received for information.

CARRIED

5. PUBLIC QUESTIONS

There were no questions.

6. NEXT MEETING

It was Moved and Seconded:

THAT the next Finance and Audit Committee meeting be scheduled for February 10, 2025 at 2 p.m. and be held in-person in the Council Chamber, 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 9, 2024 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

8. ADJOURNMENT

It was Moved and Seconded:

THAT the December 9, 2024 Finance and Audit Committee meeting (open session) be adjourned.

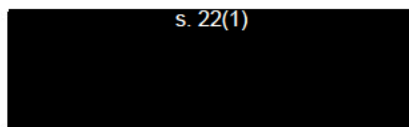
CARRIED

The meeting adjourned at 2:04 p.m. The Committee then proceeded with the closed session.

Certified Correct:



 Chair

s. 22(1)


 Deputy Corporate Officer

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
FINANCE AND REVENUE ADVISORY COMMITTEE MEETING MINUTES
MAIN FLOOR CONFERENCE ROOM, MUNICIPAL HALL
TUESDAY, JANUARY 14, 2025**

Committee Members: Mayor M. Sager (Chair), G. McIsaac, M. Paterson, J. Robertson, D. Smith, J. James, M. Evison; and Councillor L. Watt attended the meeting in the Main Floor Conference Room, Municipal Hall. Absent: C. Okiely.

Staff: S. Findlay, Municipal Manager; H. Dallas, Senior Manager, Legislative Services/ Corporate Officer; I. Gordon, Director, Finance & Corporate Services; C. Boy, Deputy Director, Financial Services; and C. Lindsay, Administrative Assistant to the Mayor (Committee Clerk) attended the meeting in the Main Floor Conference Room, Municipal Hall.

1. CALL TO ORDER

The meeting was called to order at 9 a.m.

2. Election of Chair

It was Moved and Seconded:

1. THAT Mayor Sager be elected as Chair for 2025; and
2. THAT Councillor Watt be elected as Acting Chair for 2025.

CARRIED

3. Committee Meeting Schedule

It was Moved and Seconded:

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

- February 25, 2025 at 9 a.m.;
- April 8, 2025 at 9 a.m.;
- May 13, 2025 at 9 a.m.;
- July 8, 2025 at 9 a.m.;
- September 16, 2025 at 9 a.m.;
- October 21, 2025 at 9 a.m.; and
- November 18, 2025 at 9 a.m.

CARRIED

It was Moved and Seconded:

THAT all remaining Finance and Revenue Advisory Committee meetings for 2025 be held in-person in the Main Floor Conference Room, Municipal Hall.

CARRIED

4. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the January 14, 2025 Finance and Revenue Advisory Committee meeting agenda be approved as circulated.

CARRIED

5. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the December 3, 2024 Finance and Revenue Advisory Committee meeting minutes be adopted as circulated.

CARRIED

6. PUBLIC QUESTIONS

There were no questions.

7. NEXT MEETING

The next Finance and Revenue Advisory Committee meeting is scheduled for February 25, 2025 at 9 a.m. and held in-person in the Main Floor Conference Room, Municipal Hall.

EXCLUSION OF PUBLIC

8. 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 January 14, 2025 Finance and Revenue Advisory 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:

- (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;

- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;
- (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.

CARRIED

9. ADJOURNMENT

It was Moved and Seconded:

THAT the January 14, 2025 Finance and Revenue Advisory Committee meeting (open session) be adjourned.

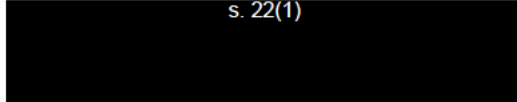
CARRIED

The meeting adjourned at 9:13 a.m. The Committee then proceeded with the closed session.

Certified Correct:



Chair

s. 22(1)


Committee Clerk

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**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
ARTS & CULTURE ADVISORY COMMITTEE MEETING MINUTES
RAVEN ROOM, MUNICIPAL HALL
THURSDAY, JANUARY 16, 2025**

Committee Members: S. Swan (Chair), K. Hall, S. Johnson, S. Liu, F. Pagani, S. Price, and A. Repstock attended the meeting in the Raven Room, Municipal Hall.

Absent: M. Wilberg.

Non-Voting Committee Members: N. Brown (West Vancouver Board of Education); C. Schachtel (West Vancouver Community Arts Council Board of Directors); Patricia Morris (West Vancouver Memorial Library Board); and Councillor N. Gambioli attended the meeting in the Raven Room, Municipal Hall. Absent: A. Krawczyk (Kay Meek Arts Centre Board of Directors); and Councillor L. Watt.

Staff: D. Niedermayer, Senior Manager, Cultural Services (Staff Representative); C. Rosta, Cultural Services Manager; and A. Nomura, Cultural Services Department Secretary (Committee Clerk) attended the meeting in the Raven Room, Municipal Hall.

1. CALL TO ORDER

The meeting was called to order at 4:30 p.m.

2. Welcome to Members and Election of Chair

It was Moved and Seconded:

THAT S. Swan be elected as Co-Chair for 2025.

CARRIED

It was Moved and Seconded:

THAT S. Johnson be elected as Co-Chair for 2025.

CARRIED

3. Committee Meeting Schedule

It was Moved and Seconded:

THAT the Arts & Culture Advisory Committee Meeting Schedule for 2025 be adopted as follows:

- February 13, 2025 at 4:30 p.m.;
- March 13, 2025 at 4:30 p.m.;
- April 10, 2025 at 4:30 p.m.;
- May 8, 2025 at 4:30 p.m.;
- June 12, 2025 at 4:30 p.m.;

- July 10, 2025 at 4:30 p.m.;
- September 11, 2025 at 4:30 p.m.;
- October 9, 2025 at 4:30 p.m.; and
- November 13, 2025 at 4:30 p.m.

CARRIED

It was Moved and Seconded:

THAT all remaining Arts & Culture Advisory Committee meetings for 2025 be held in-person in the Raven Room, Municipal Hall.

CARRIED

4. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the January 16, 2025 Arts & Culture Advisory Committee meeting agenda be approved as circulated.

CARRIED

5. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the December 6, 2024 Arts & Culture Advisory Committee meeting minutes be adopted as circulated.

CARRIED

REPORTS / ITEMS

6. Annual Committee Evaluations 2024

The Chair informed the Committee about the results of the 2024 Annual Committee Evaluation.

It was Moved and Seconded:

THAT the verbal report regarding Annual Committee Evaluations 2024 be received for information.

CARRIED

7. Arts & Culture Strategy Update

Members reviewed the draft Arts & Culture Strategy and provided edits and suggestions around the text. Various suggestions were made to summarize phrases and information.

Members suggested including text that referred to celebrating donor support for the arts in the community. Additionally, it was suggested that the achievements from 2018-2023 should be included as an appendix in the back of the document.

It was Moved and Seconded:

THAT staff make the discussed changes, circulate a Word document for members to make additional changes, and circulate a revised draft of the Arts & Culture Strategy to committee members in advance of the next meeting.

CARRIED

8. Council Representative Update

It was Moved and Seconded:

THAT the discussion regarding Council Representative Update be deferred to the next meeting.

CARRIED

9. PUBLIC QUESTIONS

There were no questions.

10. NEXT MEETING

It was Moved and Seconded:

THAT the Arts & Culture Advisory Committee schedule an additional meeting to occur on January 30, 2025 at 4:30 p.m. and be held in-person in the Cedar Room, West Vancouver Community Centre.

CARRIED

11. ADJOURNMENT

It was Moved and Seconded:

THAT the January 16, 2025 Arts & Culture Advisory Committee meeting be adjourned.

CARRIED

The meeting adjourned at 6:25 p.m.

Certified Correct:

s. 22(1)

Chair

s. 22(1)

Committee Clerk

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**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
ARTS & CULTURE ADVISORY COMMITTEE MEETING MINUTES
CEDAR ROOM, WEST VANCOUVER COMMUNITY CENTRE
THURSDAY, JANUARY 30, 2025**

Committee Members: S. Johnson (Chair), F. Pagani, S. Price, A. Repstock, and S. Swan attended the meeting in the Cedar Room, West Vancouver Community Centre. Absent: K. Hall, S. Liu, and M. Wilberg.

Non-Voting Committee Members: C. Schachtel (West Vancouver Community Arts Council Board of Directors), P. Morris (West Vancouver Memorial Library Board); and Councillors N. Gambioli and L. Watt attended the meeting in the Cedar Room, West Vancouver Community Centre. Absent: N. Brown (West Vancouver Board of Education), and A. Krawczyk (Kay Meek Arts Centre Board of Directors).

Staff: D. Niedermayer, Senior Manager, Cultural Services (Staff Representative); C. Rosta, Cultural Services Manager; and A. Nomura, Cultural Services Department Secretary (Committee Clerk) attended the meeting in the Cedar Room, West Vancouver Community Centre.

1. CALL TO ORDER

The meeting was called to order at 4:36 p.m.

2. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the January 30, 2025 Arts & Culture Advisory Committee meeting agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the January 16, 2025 Arts & Culture Advisory Committee meeting minutes be adopted as circulated.

CARRIED

REPORTS / ITEMS

4. Arts & Culture Strategy Update

Members reviewed the changes that had been incorporated into the document since the last meeting.

Members reviewed the document text and suggested phrasing changes. There was discussion regarding the section on the roles and responsibilities of the District and

the arts community to more clearly show the separate and combined roles. Members suggested creating a Venn diagram to visually represent the roles and responsibilities.

It was Moved and Seconded:

THAT the proposed changes are recommended to staff for inclusion in the final Arts & Culture Strategy Update.

CARRIED

5. 2025 Work Plan

Members reviewed the work plan. It was suggested that two to three committee members get together informally between meetings to discuss and research items two and three on the work plan.

It was Moved and Seconded:

THAT the 2025 Work Plan be endorsed as presented.

CARRIED

6. Updates from Committee Members

- A. Repstock, Public Art Advisory Panel: The Public Art Advisory Panel meets for the first time of the year next week. No update was provided.
- P. Morris, West Vancouver Memorial Library: There is a recording studio at the library, available for public use. Members were reminded to sign up to use it.
- S. Price, Community Grants Advisory Panel: the 2025 Community Grants application deadline is January 31. Some Community Grants Advisory Panel members will be meeting with the Finance department to discuss Permissive Tax Exemptions.
- C. Schachtel, West Vancouver Community Arts Council: The Community Arts Council updated the members on their holiday market, current and upcoming exhibitions. The Board is currently reviewing and updating their foundational documents, such as vision and mission statements.
- F. Pagani, Ferry Building Gallery Advisory Panel: The members were updated on the Ferry Building Gallery's Great Gifts Show. The Advisory Panel is organizing a fundraising event in September with a goal of raising \$10,000.
- K. Hall, Art Museum Advisory Panel: The current exhibition "Neighbours" is well attended. The Art Museum Advisory Panel held their first meeting of the year this week. They approved their 2025 work plan, and increasing fundraising and events is a priority this year. All exhibitions for the year have been planned.
- M. Duchak, on behalf of Andy Krawczyk, Kay Meek Arts Centre: Art from the Squamish Nation was displayed in November and December with excellent sales.

It was Moved and Seconded:

THAT the verbal reports regarding Updates from Committee Members be received for information.

CARRIED

7. Council Representative Update

Committee members were reminded to complete the District budget survey and the survey for the Ambleside Local Area Plan.

It was Moved and Seconded:

THAT the verbal update regarding Council Representative Update be received for information.

CARRIED

8. PUBLIC QUESTIONS

There were no questions.

9. NEXT MEETING

Members agreed to adjust all meeting times to start at 4:15 p.m. instead of 4:30 p.m.

It was Moved and Seconded:

THAT all remaining Arts & Culture Advisory Committee meetings be rescheduled to start at 4:15 p.m.

CARRIED

Staff confirmed that the next Arts & Culture Advisory Committee meeting is scheduled for February 13, 2025 at 4:15 p.m. and held in-person in the Raven Room, Municipal Hall.

10. ADJOURNMENT

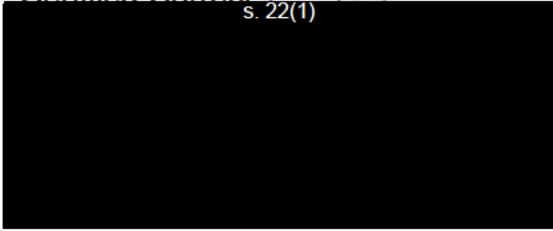
It was Moved and Seconded:

THAT the January 30, 2025 Arts & Culture Advisory Committee meeting be adjourned.

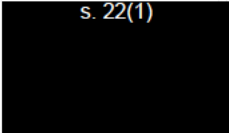
CARRIED

The meeting adjourned at 6:15 p.m.

Certified Correct: *[Signature]*



s. 22(1)



s. 22(1)

Committee Clerk