

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
FINANCE AND AUDIT COMMITTEE MEETING MINUTES
VIA ELECTRONIC COMMUNICATION FACILITIES
MONDAY, JANUARY 24, 2022**

Committee Members: Mayor M. Booth (Chair); Councillors C. Cameron, N. Gambioli, P. Lambur, W. Soprovich, S. Thompson, and M. Wong attended the meeting via electronic communication facilities.

Staff: R. Bartlett, Chief Administrative Officer; C. Boy, Manager, Financial Planning; I. Gordon, Director, Financial Services; D. Powers, Director, Community Relations & Communications; C. Shi, Manager, Financial Accounting & Reporting; and L. Taylor, Committee Clerk attended the meeting via electronic communications facilities.

1. CALL TO ORDER

The meeting was called to order at 1:02 p.m.

2. Committee Meeting Schedule for 2022

It was Moved and Seconded:

THAT the Finance and Audit Committee Meeting Schedule for 2022 be adopted as follows:

- February 14, 2022 at 1.p.m.;
- March 14, 2022 at 1 p.m.;
- May 9, 2022 at 1 p.m.;
- June 20, 2022 at 1 p.m.;
- September 12, 2022 at 1 p.m.;
- November 14, 2022 at 1 p.m.; and
- December 5, 2022 at 1 p.m.

CARRIED

Councillor Cameron absent at the vote

It was Moved and Seconded:

THAT

1. all remaining Finance and Audit Committee meetings, including subcommittee meetings, for 2022 be held via electronic communication facilities only;
2. the Raven Room in the Municipal Hall be designated as the place where the public may attend to hear, or watch and hear, the Finance and Audit Committee and subcommittee meeting proceedings; and
3. a staff member be in attendance at the Raven Room in the Municipal Hall for each of the scheduled meetings.

CARRIED

Councillor Cameron absent at the vote

3. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the January 24, 2022, Finance and Audit Committee meeting agenda be approved as circulated.

CARRIED

Councillor Cameron absent at the vote

4. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the December 6, 2021 Finance and Audit Committee meeting minutes be adopted as circulated.

CARRIED

Councillor Cameron absent at the vote

Councillor Cameron joined the meeting at 1:17 p.m.

REPORTS / ITEMS

5. Proposed 2022 Operating and Capital Budgets

Items discussed:

- costs included in the operating budget resulting in an operating levy increase
- financial implications of work from home strategy during COVID-19 pandemic and future transition to hybrid model
- when to implement Environmental Levy and scope of work for Manager, Climate Action and Environment (Committee requested job description to be circulated, pending from Dec 6, 2021 minutes)
- timing of when prioritizing project list for the Environmental Levy will occur
- update requested for positions approved in the 2021 budget and efficiencies achieved from the new staff
- update requested on the Municipal Hall renovation

It was Moved and Seconded:

THAT the presentation regarding Proposed 2022 Operating and Capital Budgets be received for information.

CARRIED

6. Asset Retirement Obligations – New Required Accounting Standard

I. Gordon (Director, Financial Services) noted that this is a new requirement that the Finance staff must incorporate and that training had already taken place.

It was Moved and Seconded:

THAT the report regarding Asset Retirement Obligations – New Required Accounting Standard be received for information.

CARRIED

PUBLIC QUESTIONS

7. PUBLIC QUESTIONS

There were no questions.

NEXT MEETING

8. NEXT MEETING

Staff confirmed that the next Finance and Audit Committee meeting is scheduled for February 14, 2022 at 1 p.m.

9. ADJOURNMENT

It was Moved and Seconded:

THAT the January 24, 2022 Finance and Audit Committee meeting be adjourned.

CARRIED

The meeting adjourned at 2:50 p.m.

Certified Correct:



Chair



Committee Clerk