

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER**

**FINANCE AND AUDIT COMMITTEE MEETING AGENDA**

**MONDAY, FEBRUARY 14, 2022**

**1 PM VIA ELECTRONIC COMMUNICATION FACILITIES**

*(Members of the public may hear, or watch and hear, the meeting by attending the Raven Room in the Municipal Hall, or via electronic communication facilities through the link provided on the Committee's webpage)*

**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 via electronic communication facilities, pursuant to s. 5.7(b) of Council Committee Procedure Bylaw No. 5020, 2019 (as amended).*

**APPROVAL OF AGENDA**

2. **Approval of February 14, 2022 Meeting Agenda**

RECOMMENDATION:

THAT the February 14, 2022 Finance and Audit Committee meeting agenda be approved as circulated.

**ADOPTION OF MINUTES**

3. **Adoption of January 24, 2022 Meeting Minutes**

RECOMMENDATION:

THAT the January 24, 2022 Finance and Audit Committee meeting minutes be adopted as circulated.

**REPORTS / ITEMS**

4. **2022 Budget – Public Engagement Update**

RECOMMENDATION:

THAT the report regarding 2022 Budget – Public Engagement Update be received for information.

**5. Research on Pay Parking Options and Alternatives**

RECOMMENDATION:

THAT the report regarding Research on Pay Parking Options and Alternatives be received for information.

**PUBLIC QUESTIONS**

**6. Public Questions**

**NEXT MEETING**

**7. Next Meeting**

The next Finance and Audit Committee meeting is scheduled for March 14, 2022 at 1 p.m.

**ADJOURNMENT**

**8. Adjournment of February 14, 2022 Finance and Audit Committee Meeting**

RECOMMENDATION:

THAT the February 14, 2022 Finance and Audit Committee meeting be adjourned.

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

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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:

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Chair

\_\_\_\_\_  
Committee Clerk