

THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER

FINANCE AND AUDIT COMMITTEE MEETING AGENDA

MONDAY, DECEMBER 5, 2022

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).

APPROVAL OF AGENDA

2. Approval of Committee Meeting Agenda

RECOMMENDATION:

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

ADOPTION OF MINUTES

3. Adoption of Committee Meeting Minutes

RECOMMENDATION:

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

REPORTS / ITEMS

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

RECOMMENDATION:

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

PUBLIC QUESTIONS

5. Public Questions

NEXT MEETING**6. Next Meeting**

RECOMMENDATION:

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.

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 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.

Purpose of meeting: audit report.

ADJOURNMENT**8. Adjournment of Committee Meeting**

RECOMMENDATION:

THAT the December 5, 2022 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, NOVEMBER 14, 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: 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. Nelson, Manager, Purchasing & Risk Management; M. Panneton, Director of Legislative Services/Corporate Officer; C. Shi, Manager, Financial Accounting & Reporting; and L. Taylor, Committee Clerk attended the meeting in the Council Chamber, Municipal Hall.

E. Glickman, Director, Human Resources & Payroll; J. Moller, Director, Engineering & Transportation Division; M. Chan, Deputy Chief Administrative Officer/Director, Corporate Services; A. Kwan, Deputy Director, Engineering & Transportation Services; D. Powers, Director, Community Relations & Communications joined the meeting via electronic communication facilities.

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 November 14, 2022 Finance and Audit Committee meeting agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the September 12, 2022 Finance and Audit Committee meeting minutes be adopted as circulated.

CARRIED

REPORTS / ITEMS

4. Finance Overview Presentation

The Finance team presented the Finance Overview Presentation and answered questions from the Committee.

Councillor Thompson left the meeting at 2:02 p.m., returning to the meeting at 2:06 p.m.

It was Moved and Seconded:

THAT the Finance Overview Presentation be received for information.

CARRIED

5. Finance Budget 101 Presentation

C. Boy (Deputy Director, Financial Services) presented the Finance Budget 101 Presentation and answered questions from the Committee.

It was Moved and Seconded:

THAT the Finance Budget 101 Presentation be received for information.

CARRIED

PUBLIC QUESTIONS

6. PUBLIC QUESTIONS

There were no questions.

NEXT MEETING

7. NEXT MEETING

Staff confirmed that the next Finance and Audit Committee meeting is scheduled for December 5, 2022 at 1 p.m.

ADJOURNMENT

8. ADJOURNMENT

It was Moved and Seconded:

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

CARRIED

Certified Correct:

Chair

Committee Clerk