

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

**FINANCE AND AUDIT COMMITTEE MEETING AGENDA**

**MONDAY, DECEMBER 9, 2024**

**2 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.*

**1. CALL TO ORDER**

**2. APPROVAL OF AGENDA**

RECOMMENDATION:

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

**3. ADOPTION OF MINUTES**

RECOMMENDATION:

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

**REPORTS / ITEMS**

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

RECOMMENDATION:

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

**5. PUBLIC QUESTIONS**

**6. NEXT MEETING**

RECOMMENDATION:

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

Purpose of meeting: audit report.

**8. ADJOURNMENT**

## RECOMMENDATION:

THAT the December 9, 2024 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  
MUNICIPAL HALL COUNCIL CHAMBER  
MONDAY, SEPTEMBER 23, 2024**

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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. Ketler, Deputy Municipal Manager/Director, Parks, Culture & Community Services; H. Dallas, Senior Manager, Legislative Services/Corporate Officer; I. Gordon, Director, Financial Services; J. Moller, Director, Engineering & Transportation Services; F. Mansoori, Senior Manager, Engineering Utilities Planning, Design & Projects; E. Willobee, Senior Manager, Engineering Services; and N. Laptieva, Acting Manager, Financial Planning, attended the meeting in the Council Chamber, Municipal Hall.

**1. CALL TO ORDER**

The meeting was called to order at 2 p.m.

**2. APPROVAL OF AGENDA**

It was Moved and Seconded:

THAT the September 23, 2024 Finance and Audit Committee meeting agenda be approved as circulated.

CARRIED

**3. ADOPTION OF MINUTES**

It was Moved and Seconded:

THAT the May 6, 2024 Finance and Audit Committee meeting minutes be adopted as circulated.

CARRIED

**REPORTS / ITEMS**

**4. 2025 Utility Rate Bylaws**

Staff provided a presentation and responded to questions from Committee members. Committee members commented regarding: receiving additional information on the proposed 2025 Solid Waste Utility Rates; proposed 2025 Water Utility Rates and receiving an update on the utility rate structure; proposed 2025 Sewer & Drainage Utility Rates; and proposed rates required to fund the cost of the North Shore Wastewater Treatment Plant construction project.

Member Thompson left the meeting at 2:20 p.m. and returned at 2:21 p.m.

It was Moved and Seconded:

THAT

1. the Finance and Audit Committee endorse the following proposed bylaws:
  - Solid Waste Utility Bylaw No. 4740, 2012, Amendment Bylaw No. 5348, 2024;
  - Waterworks Regulation Bylaw No. 5260, 2023, Amendment Bylaw No. 5349, 2024;
  - Sewer and Drainage Regulation Bylaw No. 5263, 2023, Amendment Bylaw No. 5350, 2024; and
2. the proposed bylaws be forwarded to Council for consideration.

CARRIED

**5. Proposed 2025 Permissive Tax Exemption Bylaw No. 5332, 2024**

Staff commented and responded to questions from Committee members.

It was Moved and Seconded:

THAT

1. the Finance and Audit Committee thanks the Community Grants Advisory Panel for their work in evaluating the 2025 Permissive Tax Exemption applicants and supports their recommendations; and
2. the proposed 2025 Permissive Tax Exemption Bylaw No. 5332, 2024 be forwarded to Council for consideration.

CARRIED

**6. Proposed 2024-2028 Five-Year Financial Plan Bylaw No. 5324, 2024, Amendment Bylaw No. 5333, 2024 and Proposed 2024 Phase 2 Capital Funding Report**

Staff commented and responded to questions from Committee members.

It was Moved and Seconded:

THAT the report regarding Proposed 2024-2028 Five-Year Financial Plan Bylaw No. 5324, 2024, Amendment Bylaw No. 5333, 2024 and Proposed 2024 Phase 2 Capital Funding Report be received for information.

CARRIED

**7. PUBLIC QUESTIONS**

There were no questions.

**8. NEXT MEETING**

The Chair confirmed that the next Finance and Audit Committee meeting is scheduled for December 9, 2024 at 2 p.m. in the Council Chamber, Municipal Hall.

**9. ADJOURNMENT**

It was Moved and Seconded:

THAT the September 23, 2024 Finance and Audit Committee meeting be adjourned.

CARRIED

The meeting adjourned at 3:07 p.m.

Certified Correct:

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Chair

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Corporate Officer