

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

**FINANCE AND AUDIT COMMITTEE MEETING AGENDA  
MONDAY, FEBRUARY 10, 2025  
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**

*Note: Staff will confirm that the meeting is being conducted in-person, pursuant to Council Committee Procedure Bylaw No. 5020, 2019 (as amended).*

**2. Welcome to Members and Election of Chair**

RECOMMENDATION:

THAT the Mayor be elected as Chair for 2025.

RECOMMENDATION:

THAT the Acting Mayor be elected as Acting Chair for 2025.

**3. Committee Meeting Schedule**

RECOMMENDATION:

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

- March 10, 2025 at 2 p.m.;
- May 12, 2025 at 2 p.m.;
- September 15, 2025 at 2 p.m.; and
- December 1, 2025 at 2 p.m.

RECOMMENDATION:

THAT all remaining Finance and Audit Committee meetings for 2025 be held in-person in the Council Chamber, Municipal Hall.

**4. APPROVAL OF AGENDA**

RECOMMENDATION:

THAT the February 10, 2025 Finance and Audit Committee meeting agenda be approved as circulated.

**5. ADOPTION OF MINUTES**

RECOMMENDATION:

THAT the December 9, 2024 Finance and Audit Committee meeting minutes be adopted as circulated.

**REPORTS / ITEMS**

**6. Proposed 2025 Operating and Capital Budgets Report**

RECOMMENDATION:

THAT the Finance and Audit Committee recommend to Council that:

1. the proposed 2025 Operating Levy increase of 4.70% be approved; and
2. the proposed 2025 Asset Levy increase of 1.00% be approved.

**7. Descriptions of District Reserves and Estimated 2024 Year End Balances**

RECOMMENDATION:

THAT the discussion regarding Descriptions of District Reserves and Estimated 2024 Year End Balances be received for information.

**8. 2024 Asset Management Update**

RECOMMENDATION:

THAT the discussion regarding 2024 Asset Management Update be received for information.

**9. PUBLIC QUESTIONS**

**10. NEXT MEETING**

The next Finance and Audit Committee meeting is scheduled for March 10, 2025 at 2 p.m. and held in-person in the Council Chamber, Municipal Hall.

**11. ADJOURNMENT**

RECOMMENDATION:

THAT the February 10, 2025 Finance and Audit Committee meeting be adjourned.

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

\_\_\_\_\_  
Deputy Corporate Officer