

THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
FINANCE AND REVENUE ADVISORY COMMITTEE MEETING AGENDA
TUESDAY, MAY 13, 2025
9 AM IN THE MAIN FLOOR CONFERENCE ROOM, 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 May 13, 2025 Finance and Revenue Advisory Committee meeting agenda be approved as circulated.

3. ADOPTION OF MINUTES

RECOMMENDATION:

THAT the April 8, 2025 Finance and Revenue Advisory Committee meeting minutes be adopted as circulated.

REPORTS / ITEMS

4. Finance and Revenue Advisory Committee 2025 Work Plan

RECOMMENDATION:

THAT the discussion regarding Finance and Revenue Advisory Committee 2025 Work Plan be received for information.

5. Council Strategic Plan

RECOMMENDATION:

THAT the discussion regarding Council Strategic Plan be received for information.

6. PUBLIC QUESTIONS

7. NEXT MEETING

RECOMMENDATION:

THAT the next Finance and Revenue Advisory Committee meeting be scheduled for June 10, 2025 at 9 a.m. and held in-person in the Main Floor Conference Room, Municipal Hall.

EXCLUSION OF PUBLIC**8. 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 May 13, 2025 Finance and Revenue Advisory 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:
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public; and
 - (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*].
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: proposed provision of a municipal service; and municipal objectives and measures/annual report preparation.

9. ADJOURNMENT

RECOMMENDATION:

THAT the May 13, 2025 Finance and Revenue Advisory 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 REVENUE ADVISORY COMMITTEE MEETING MINUTES
MAIN FLOOR CONFERENCE ROOM, MUNICIPAL HALL
TUESDAY, APRIL 8, 2025**

Committee Members: Mayor M. Sager (Chair), M. Evison, T. Frick, G. McIsaac, M. Paterson, J. Robertson, D. Smith, and Councillor L. Watt attended the meeting in the Main Floor Conference Room, Municipal Hall. Absent: J. James.

Staff: S. Findlay, Municipal Manager; and C. Lindsay, Administrative Assistant to the Mayor (Committee Clerk), attended the meeting in the Main Floor Conference Room, Municipal Hall.

1. CALL TO ORDER

The meeting was called to order at 9 a.m.

2. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the April 8, 2025 Finance and Revenue Advisory Committee meeting agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the February 20, 25, and 28, 2025 Finance and Revenue Advisory Committee meeting minutes be adopted as circulated.

CARRIED

With the consent of the Committee, Mayor Sager varied the agenda to consider Item 7 prior to Item 4.

EXCLUSION OF PUBLIC

7. 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 April 8, 2025 Finance and Revenue Advisory 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:

(c) labour relations or other employee relations; and

- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

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

At 9:05 a.m. Committee proceeded with the closed meeting, and reconvened the open meeting at 10:40 a.m. with the following members of the Committee and staff present:

Mayor M. Sager (Chair), M. Evison, T. Frick, G. McIsaac, M. Paterson, J. Robertson, D. Smith, and Councillor L. Watt; and

C. Lindsay, Administrative Assistant to the Mayor (Committee Clerk).

REPORTS / ITEMS

4. Finance and Revenue Advisory Committee 2025 Work Plan

Staff and Committee members discussed topics of discussion for the remainder of 2025 meetings. Items to include in the 2025 Work Plan include:

- Capital Budget, Operating Budget, and the Budget Process;
- Review of District Reserves and Policy on Surpluses;
- Meeting with BC Assessment Authority;
- Funding of Future Capital Costs and Maintenance;
- New Revenue Potential and Review of Report from City of Kelowna;
- Service Agreement with the Squamish Nation;
- First Responders Budget; and
- Utilities Billing and Calculation.

It was Moved and Seconded:

THAT

1. the Finance and Revenue Advisory Committee recommends that Council retain an independent consultant to review BC Assessment processes and valuations, and that Council authorize the Finance and Revenue Advisory Committee to meet with BC Assessment; and
2. the discussion regarding Finance and Revenue Advisory Committee 2025 Work Plan be received for information.

CARRIED

5. PUBLIC QUESTIONS

There were no questions.

6. NEXT MEETING

Staff confirmed that the next Finance and Revenue Advisory Committee meeting is scheduled for May 13, 2025 at 9 a.m. and held in-person in the Main Floor Conference Room, Municipal Hall.

EXCLUSION OF PUBLIC

7. Exclusion of Public Pursuant to s.90 and s.93 of the *Community Charter*

This item was considered prior to Item 4.

8. ADJOURNMENT

It was Moved and Seconded:

THAT the April 8, 2025 Finance and Revenue Advisory Committee meeting be adjourned.

CARRIED

The meeting adjourned at 11:45 a.m.

Certified Correct:

Chair

Committee Clerk