

THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
FINANCE AND REVENUE ADVISORY COMMITTEE MEETING AGENDA
TUESDAY, JULY 8, 2025
10 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 July 8, 2025 Finance and Revenue Advisory Committee meeting agenda be approved as circulated.

3. ADOPTION OF MINUTES

RECOMMENDATION:

THAT the May 13 and June 10, 2025 Finance and Revenue Advisory Committee meeting minutes be adopted as circulated.

REPORTS / ITEMS

4. Update on Approval of Committee Draft Work Plan

RECOMMENDATION:

THAT the discussion regarding Update on Approval of Committee Draft Work Plan be received for information.

5. Update on Establishment of Reserve Sub-Committee and Discussion of New Revenue Generating Sub-Committee

RECOMMENDATION:

THAT the discussion regarding Update on Establishment of Reserve Sub-Committee and Discussion of New Revenue Generating Sub-Committee be received for information.

6. PUBLIC QUESTIONS

7. NEXT MEETING

The next Finance and Revenue Advisory Committee meeting is scheduled for September 16, 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 July 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:
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
 - (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) discussion 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: legal matters; proposed provision of a municipal service; municipal objectives and measures/annual report preparation.

9. ADJOURNMENT

RECOMMENDATION:

THAT the July 8, 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, MAY 13, 2025**

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

Staff: S. Findlay, Municipal Manager; I. Gordon, Director, Finance & Corporate Services; C. Boy, Deputy Director, Financial Services; H. Dallas, Senior Manager, Legislative Services/Corporate Officer; C. Shi, Senior Manager, Accounting & Revenue Services; 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 9:09 a.m.

It was Moved and Seconded:

THAT

1. Councillor S. Thompson be allowed to attend the May 13, 2025 closed Finance and Revenue Advisory Committee meeting, pursuant to sections 91(2)(b) and 93(a) of the *Community Charter*; and
2. The appointment of Councillor L. Watt as Acting Chair be rescinded and that the Acting Chair be appointed from among the non-Council members of the Committee to work in conjunction with the Chair to plan Committee meetings, prepare agendas and supporting materials for these meetings and follow up on any decisions made at the meetings, and that Graham McIsaac be appointed as Acting Chair of the Committee.

CARRIED

2. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the May 13, 2025 Finance and Revenue Advisory Committee meeting agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the April 8, 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 8 prior to Item 4.

EXCLUSION OF PUBLIC

8. 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 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.

CARRIED

At 9:15 a.m. the Committee proceeded with the closed meeting, and reconvened the open meeting at 11:03 a.m. with the following members of the Committee and staff present:

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

S. Findlay, Municipal Manager; I. Gordon, Director Finance & Corporate Services; C. Boy, Deputy Director, Financial Services; C. Shi, Senior Manager Accounting & Revenue Services; and C. Lindsay, Administrative Assistant to the Mayor (Committee Clerk).

REPORTS / ITEMS

4. Finance and Revenue Advisory Committee 2025 Work Plan

The Draft 2025 Work Plan was provided on table.

Staff and Committee members reviewed the Draft 2025 Work Plan.

It was Moved and Seconded:

THAT the Draft 2025 Work Plan is approved by the Committee.

CARRIED

5. Council Strategic Plan

Mayor Sager requested that C. Lindsay (Committee Clerk) circulate a copy of the Council Strategic Plan 2024-2025 to the Finance and Revenue Advisory Committee.

6. PUBLIC QUESTIONS

There were no questions.

7. NEXT MEETING

Staff confirmed that the next Finance and Revenue Advisory Committee meeting is 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*

This item was considered prior to Item 4.

9. ADJOURNMENT

It was Moved and Seconded:

THAT the May 13, 2025 Finance and Revenue Advisory Committee meeting be adjourned.

CARRIED

The meeting adjourned at 12:03 p.m.

Certified Correct:

Chair

Committee Clerk

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
FINANCE AND REVENUE ADVISORY COMMITTEE MEETING MINUTES
MAIN FLOOR CONFERENCE ROOM, MUNICIPAL HALL
TUESDAY, JUNE 10, 2025**

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

Staff: 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 June 10, 2025 Finance and Revenue Advisory Committee meeting agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

Adoption of the May 13, 2025 Finance and Revenue Advisory Committee meeting minutes will be considered at the next meeting.

4. PUBLIC QUESTIONS

There were no questions.

5. NEXT MEETING

Staff confirmed that the next Finance and Revenue Advisory Committee meeting is scheduled for July 8, 2025 at 8 a.m.in the Main Floor Conference Room, Municipal Hall.

EXCLUSION OF PUBLIC

6. 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 June 10, 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:
 - (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*;
 - (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.

CARRIED

7. ADJOURNMENT

It was Moved and Seconded:

THAT the June 10, 2025 Finance and Revenue Advisory Committee meeting (open session) be adjourned.

CARRIED

The meeting adjourned at 9:10 a.m. The Committee then proceeded with the closed session.

Certified Correct:

Chair

Committee Clerk