

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER**  
**FINANCE AND REVENUE ADVISORY COMMITTEE MEETING AGENDA**  
**TUESDAY, NOVEMBER 18, 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 November 18, 2025 Finance and Revenue Advisory Committee meeting agenda be approved as circulated.

**3. ADOPTION OF MINUTES**

RECOMMENDATION:

THAT the October 15 and 21, 2025 Finance and Revenue Advisory Committee meeting minutes be adopted as circulated.

**REPORTS / ITEMS**

**4. Update from Chair of Revenue Working Group**

RECOMMENDATION:

THAT the discussion regarding Update from Chair of Revenue Working Group be received for information.

**5. Update from Chair of Reserves Working Group**

RECOMMENDATION:

THAT the discussion regarding Update from Chair of Reserves Working Group be received for information.

**6. Update from Municipal Manager on Reserves Working Group Requests to Staff**

RECOMMENDATION:

THAT the discussion regarding Update from Municipal Manager of Reserves Working Group Requests to Staff be received for information.

## **NOVEMBER 18, 2025 FINANCE AND REVENUE ADVISORY COMMITTEE AGENDA**

---

### **7. Review of Draft Operational General Fund Surplus Policy and Next Steps**

#### RECOMMENDATION:

THAT the discussion regarding Review of Draft Operational General Fund Surplus Policy and Next Steps be received for information.

### **8. Review of 2026 Property Assessment Process**

#### RECOMMENDATION:

THAT the discussion regarding Review of 2026 Property Assessment Process be received for information.

### **9. 2026 Utility Fees**

#### RECOMMENDATION:

THAT the discussion regarding 2026 Utility Fees be received for information.

### **10. 2026 Committee Work Plan**

#### RECOMMENDATION:

THAT the discussion regarding 2026 Committee Work Plan be received for information.

### **11. PUBLIC QUESTIONS**

### **12. NEXT MEETING**

The next Finance and Revenue Advisory Committee meeting is to be determined at a later date.

### **EXCLUSION OF PUBLIC**

### **13. 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 November 18, 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

## **NOVEMBER 18, 2025 FINANCE AND REVENUE ADVISORY COMMITTEE AGENDA**

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.

Purpose of meeting: proposed provision of a municipal service.

### **14. ADJOURNMENT**

RECOMMENDATION:

THAT the November 18, 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  
CLOSED FINANCE AND REVENUE ADVISORY COMMITTEE MEETING MINUTES  
MAIN FLOOR CONFERENCE ROOM, MUNICIPAL HALL  
WEDNESDAY, OCTOBER 15, 2025**

---

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

Staff: S. Findlay, Municipal Manager; I. Gordon, Director, Finance and Corporate Services; C. Boy, Deputy Director, Financial Services; and C. Lindsay, Assistant to the Mayor (Committee Clerk), attended the meeting in the Main Floor Conference Room, Municipal Hall.

**1. CALL TO ORDER CLOSED SESSION**

The closed meeting was called to order at 9:04 a.m.

**2. APPROVAL OF AGENDA**

It was Moved and Seconded:

THAT the October 15, 2025 closed Finance and Revenue Advisory Committee meeting agenda be approved as circulated.

CARRIED

**3. ADOPTION OF MINUTES**

It was Moved and Seconded:

THAT the September 16, 2025 closed Finance and Revenue Advisory Committee meeting minutes be adopted as circulated.

CARRIED

**REPORTS / ITEMS**

**4. Preliminary Budget Review**

*[Community Charter section 90(1)(l)]*

Staff presented the 2026 Budget Outlook and Questionnaire Results. Staff and the Committee discussed:

- Parks pay parking revenue;
- Cypress Village Development;
- District labour costs;
- Exempt staff;

- Royal Canadian Mounted Police vs. municipal police; and
- Local area improvements and parcel tax.

Staff will provide to the Committee the total number of exempt employees in the District, and the total of exempt salaries as a percentage of total salaries in the District.

It was Moved and Seconded:

THAT following the presentation from Finance and Corporate Services staff, the Committee suggests that Council give staff direction to prepare alternative 2026 Budget scenarios that will result in a 3% property tax increase for 2026, including any Asset Levy.

CARRIED

**5. ADJOURNMENT**

It was Moved and Seconded:

THAT the October 15, 2025 closed Finance and Revenue Advisory Committee meeting be adjourned.

CARRIED

The meeting adjourned at 11:12 a.m.

Certified Correct:

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Committee Clerk

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER  
CLOSED FINANCE AND REVENUE ADVISORY COMMITTEE MEETING MINUTES  
MAIN FLOOR CONFERENCE ROOM, MUNICIPAL HALL  
TUESDAY, OCTOBER 21, 2025**

---

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

Staff: S. Findlay, Municipal Manager; J. Bailey, Director, Planning, Development, and Environment Services; J. Moller, Director, Engineering and Transportation Services; H. Dallas, Senior Manager, Legislative Services/Corporate Officer; and P. Cuk, Manager, Legislative Operations/Deputy Corporate Officer (Committee Clerk), attended the meeting in the Main Floor Conference Room, Municipal Hall.

**1. CALL TO ORDER CLOSED SESSION**

The closed meeting was called to order at 9:55 a.m.

**2. APPROVAL OF AGENDA**

It was Moved and Seconded:

THAT the October 21, 2025 closed Finance and Revenue Advisory Committee meeting agenda be approved as circulated.

CARRIED

S. Findlay (Municipal Manager) left the meeting at 9:56 p.m.

**REPORTS / ITEMS**

**3. Update from Chair on Approval of Committee Draft Work Plan**

*[Community Charter section 90(1)(k)]*

*This item was considered after Item 4.*

**4. Update on Cypress Village Capital Cost Assumptions**

*[Community Charter section 90(1)(k)]*

Staff provided an on-table document and spoke relative to Cypress Village cost assumptions, including: no recent changes to financial assumptions related to the development project; the project is progressing on schedule and on target; consultants were hired to manage the project and may need to be consulted to provide greater details; further study is required to provide information regarding any assumptions related to operating costs; and the importance of obtaining information from BC Assessment; and responded to Committee members' questions.

J. Bailey (Director, Planning, Development, and Environment Services), J. Moller (Director, Engineering and Transportation Services), and H. Dallas (Senior Manager, Legislative Services/Corporate Officer) left the meeting at 9:57 a.m.

It was Moved and Seconded:

THAT the discussion regarding Update on Cypress Village Capital Cost Assumptions be received for information.

CARRIED

**3. Update from Chair on Approval of Committee Draft Work Plan**

*[Community Charter section 90(1)(k)]*

The Chair informed the Committee that its draft work plan was received by Council at its October 6, 2025 closed special meeting.

It was Moved and Seconded:

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

CARRIED

**5. Update from Chair on Approval of 2026 Budget Process Recommendations Report**

*[Community Charter section 90(1)(k)]*

The Chair informed the Committee that there was nothing to report for this item.

It was Moved and Seconded:

THAT the discussion regarding Update from Chair on Approval of 2026 Budget Process Recommendations Report be received for information.

CARRIED

**6. Preliminary 2026 Budget Review**

*[Community Charter section 90(1)(k)]*

Committee members discussed aspects of the 2026 budget, including: the cost of funding emergency services; contract negotiations and mediation; training and retention of police officers; work done by the West Vancouver Police Department; police recruitment in the region; the limited ability to address vagrancy; in-office versus work-from-home arrangements; the use of technologies such as speed cameras to enhance municipal services; Provincial housing directives and associated legislation; Provincial limits on fines levied by municipalities; the mandate of the Finance and Revenue Advisory Committee; review of an inventory of municipal facilities and assets; creating innovation labs to attract new businesses; monetization of outdoor events such as mountain bike races; park management; property acquisition; tourism and hotels; pay parking in the Ambleside area and in a variety of parks; and trail maintenance. Staff responded to a Committee member's question.

**7. ADJOURNMENT**

It was Moved and Seconded:

THAT the October 21, 2025 closed Finance and Revenue Advisory Committee meeting be adjourned.

CARRIED

The meeting adjourned at 10:49 a.m.

Certified Correct:

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Committee Clerk

DRAFT