

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
FINANCE AND REVENUE ADVISORY COMMITTEE MEETING MINUTES
MAIN FLOOR CONFERENCE ROOM, MUNICIPAL HALL
TUESDAY, APRIL 14, 2026**

Committee Members: T. Mason (Acting Chair), L. Davis, M. Evison, 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. Frick and Mayor M. Sager.

Staff: S. Somji, Director, Finance and Corporate 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 a.m.

2. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the April 14, 2026 Finance and Revenue Advisory Committee meeting agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the March 10, 2026 Finance and Revenue Advisory Committee meeting minutes be adopted as circulated.

CARRIED

REPORTS / ITEMS

4. Director of Finance and Corporate Services Update

Staff provided an update regarding: current work priorities; year-end audit deadlines; new policies; long-term treasury management; Enterprise Resource Planning (ERP) rollout; and next year's budget timeline. Staff are working to finalize the draft investment policy for discussion at the May 19, 2026 Finance and Revenue Advisory Committee meeting. Staff member assigned to work with BC Assessment are to be confirmed at the next meeting.

It was Moved and Seconded:

THAT the discussion regarding Director of Finance and Corporate Services Update be received for information.

CARRIED

5. Finalize Draft Work Plan and Proposed Next Steps

Committee and staff members spoke to the revised Draft Work Plan regarding: Committee deliverables; actions for staff; actions for working groups; and work plan assignment. Staff is working on a list of land inventory to be available for the May 19, 2026 Finance and Revenue Advisory Committee meeting.

It was Moved and Seconded:

THAT the Draft Work Plan, as amended during the April 14, 2026 Finance and Revenue Advisory Committee meeting, be submitted to Council for input and approval.

CARRIED

6. Finalize Draft Terms of Reference

Committee and staff commented on proposed changes to the Draft Terms of Reference.

It was Moved and Seconded:

THAT the Committee recommends that Council update "Finance and Revenue Advisory Committee Terms of Reference Policy 0183" as amended during the April 14, 2026 Finance and Revenue Advisory Committee meeting.

CARRIED

7. Proposed Committee Communication Practices

Committee and staff members commented on the proposed recommendation.

It was Moved and Seconded:

THAT the Finance and Revenue Advisory Committee endorse the following communication practice: Requests to provide information or answers to technical questions to the Committee, or a related Working Group, be addressed through the Chair of the Committee, the Acting Chair of the Committee, or the Chair of the Working Group who will then formally communicate the request to the Municipal Manager or the Director of Finance and Corporate Services as appropriate.

CARRIED

8. Revenue Working Group Update

Committee members commented on the subject report.

It was moved and seconded:

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

CARRIED

9. PUBLIC QUESTIONS

There were no questions.

10. NEXT MEETING

Staff confirmed that the next Finance and Revenue Advisory Committee meeting is scheduled for May 19, 2026 at 9 a.m. and held in-person in the Main Floor Conference Room, Municipal Hall.

11. ADJOURNMENT

It was Moved and Seconded:

THAT the April 14, 2026 Finance and Revenue Advisory Committee meeting be adjourned.

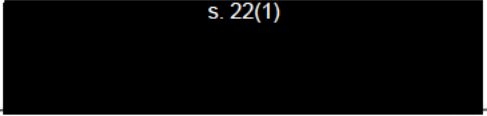
CARRIED

The meeting adjourned at 11:19 a.m.

Certified Correct:



Chair

s. 22(1)


Committee Clerk