



**REGULAR MEETING OF  
AUDIT AND FINANCE COMMITTEE  
MINUTES**

**Thursday, September 7, 2023, 3:00 p.m.**

Flute Meeting Room, Municipal Hall

4325 Blackcomb Way, Whistler, BC V8E 0X5

	Mtgs: YTD (3)
PRESENT: Chair, Councillor Ralph Forsyth	2
Councillor, Jeff Murl	3
Councillor, Jen Ford	2
Chief Administrative Officer, Virginia Cullen	3
General Manager, Climate Action, Planning and Development, Dale Mikkelsen	2
General Manager, Community Engagement and Cultural Services, Karen Elliott	2
General Manager, Corporate Services and Public Safety, Ted Battiston	3
General Manager, Infrastructure Services, James Hallisey	3
Director of Finance, Carlee Price	3
Manager of Financial Services, Ashley Palmer	3
Recording Secretary, Ben Sullivan	1

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**1. CALL TO ORDER**

*Chair, Councillor R. Forsyth recognized the Resort Municipality of Whistler is grateful to be on the shared, unceded territory of the Liíwat People, known in their language as Liíwat7úl, and the Squamish People, known in their language as Skwxwú7mesh. We respect and commit to a deep consideration of their history, culture, stewardship, and voice.*

**2. ADOPTION OF OPEN AGENDA**

Moved by Councillor J. Murl

Seconded by Councillor J. Ford

**That** the Audit and Finance Committee adopt the Regular Committee Meeting agenda of Thursday, September 7, 2023.

CARRIED

**3. ADOPTION OF OPEN MINUTES**

Moved by Councillor J. Ford

Seconded by Councillor J. Murl

**That** the Audit and Finance Committee adopt the Open Committee Meeting minutes of Thursday, June 15, 2023.

CARRIED

**4. PRESENTATIONS AND DELEGATIONS**

**4.1 Asset Management Update**

*A presentation was led by Director of Finance, C. Price regarding municipal asset management.*

- The current asset inventory was compiled in late 2021 and early 2022 with engagement of outside consultants. Currently, the inventory largely resembles its status from early 2022, however it is still being managed and added to. How we incorporate this knowledge our new assets will be essential. The inventory currently is informing more processes such as planning for FCM capital projects and long-term fund investments.
- The creation of a complete asset management policy is a multi-year process and will allow us to build a year-by-year view of when spending may increase significantly for required spending. This will have an impact on how we spend and maintain our reserves. Bridging the gap to where we can have maintenance planning and asset management integrated is an ongoing process and an important end goal.
- There is a pilot project with utilities on a software solution in addition to the work done by Finance. Additionally, asset management information is and has been important to budget discussions.

**4.2 2023 Budget Planning**

*A discussion regarding the upcoming 2023 budget process and planning was held.*

As an organization, the RMOW responds to budget requests and uses this feedback to shape how we engage with the material and the public. There is an early budget survey live online right now which has garnered stronger engagement than the same survey deployed through last year's budget period. This helps to drive people towards budgetary thinking before the numbers are presented and engages the community early.

There was good feedback from last year's budget open house at the library – it was well received by the public. Similarly, this year we will also have an afternoon session in addition

to the night session and RMOW staff will be present at both. Regarding Council workshops, there are plans to have one full workshop on operating budget, one on project budget and a final session to summarize feedback from the community event, which will land right before budget guidelines. There are no substantive changes coming to the materials that will be presented to Council and to the public; the goal is to provide as much information as possible without overloading.

Last year we asked project managers to describe the climate impacts of their individual work and this was shared out to the community, with plenty of feedback received. The Climate and Environment team will be reviewing the project information to ensure it is of high quality and that the projects we include are executing towards our Big Moves climate goals. Noting the projects that are actively working towards a specific goal such as reducing our carbon emissions etc., is another filter we can apply.

One interesting connection raised from the engagement survey is how aligned the community is to Council priorities; especially on transit and transportation initiatives where they facilitate using the bus. Housing was also included in a large percentage of responses. The survey respondents skewed towards an older demographic and local homeowners. Engaging with Whistler’s younger demographic has and is still a goal through the budget process.

**5. RESOLUTIONS TO CONDUCT THE COMMITTEE MEETING ‘CLOSED’**

Moved by Councillor J. Ford

Seconded by Councillor J. Murl

**That** the remainder of this Meeting is to be closed; and,

**That** Committee conduct the Meeting closed to the public in accordance with the *Community Charter* sections:

- 90(1)(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].

**6. ADOPTION OF AGENDA (CLOSED)**

CARRIED

**7. ADOPTION OF MINUTES (CLOSED)**

**8. PRESENTATIONS AND DELEGATIONS (CLOSED)**

**9. OTHER BUSINESS (CLOSED)**

**10. TERMINATION**



Chair, Councillor R. Forsyth



Recording Secretary, B. Sullivan