



Finance and Audit Committee

Minutes

September 22, 2021, 5:00 p.m.

City Hall Council Chambers

15322 Buena Vista Avenue, White Rock, BC, V4B 1Y6

PRESENT:

- Mayor Walker
- Councillor Chesney
- Councillor Fathers
- Councillor Johanson
- Councillor Kristjanson
- Councillor Manning
- Councillor Trevelyan (arrived at 5:01 p.m.)

STAFF:

- Guillermo Ferrero, Chief Administrative Officer
- Tracey Arthur, Director of Corporate Administration
- Jim Gordon, Director of Engineering and Municipal Operations
- Carl Isaak, Director of Planning and Development Services
- Jacque Johnstone, Director of Human Resources
- Colleen Ponzini, Director of Financial Services
- Eric Stepura, Director of Recreation and Culture
- Ed Wolfe, Fire Chief
- Chris Zota, Manager of Information Technology
- Greg Newman, Manager of Planning
- Debbie Johnstone, Deputy Corporate Officer
- Donna Kell, Manager of Communications and Government Relations

1. CALL TO ORDER

Councillor Johanson (Deputy Mayor), Chairperson

The meeting was called to order at 5:00 p.m.

2. ADOPTION OF AGENDA

Motion Number: 2021-F&A-066

It was MOVED and SECONDED

THAT the Finance and Audit Committee adopt the agenda for September 22, 2021 as circulated.

Motion CARRIED (7 to 0)

3. ADOPTION OF MINUTES

Motion Number: 2021-F&A-067

It was MOVED and SECONDED

THAT the Finance and Audit Committee adopt the July 28, 2021 meeting minutes as circulated.

Motion CARRIED (7 to 0)

4. 2022 BUDGET PROCESS, PRESENTATION APPROACH AND TIMELINE

Corporate report dated September 22, 2021 from the Acting Director of Financial Services and Paul Murray, Consultant, Brentwood Advisory Group titled "2022 Budget Process, Presentation Approach and Timeline".

Councillor Trevelyan arrived at the meeting at 5:01 p.m.

The CAO introduced Mr. Paul Murray who has been retained by the City to assist with the budget process, recognizing that Council has indicated it wishes to continue improving the budget process and the format of budget presentations for 2022.

Mr. Murray introduced the corporate report including:

- A proposed 2022 budget format using the Government Finance Officers Association (GOFA) 'Distinguished Budget Presentation Award' approach and that staff make budget presentations at the Department level. This GFOA program was established to encourage and assist local governments throughout North America in preparing budget documents of high quality;

- Forecast schedule of meetings and presentations; and
- Noted that this budget will be a work in progress.

The following discussion points were noted:

- Would like to see the following in the new budget: individual department budgets / operating summary, service level information, staffing, wages, what trade offs would there be regarding goals, key line items
- The established tax increase for 2022 from last year was noted at 4.83%
- Service levels (review with staff at next strategic priorities session), indicators of the scope of productivity
- Departmental presentations will include department information and budget followed by the opportunity to ask questions and give direction

Motion Number: 2021-F&A-068

It was MOVED and SECONDED

THAT the Finance and Audit Committee endorse:

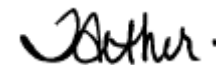
1. **The proposed budget format for 2022 based on the GFOA Distinguished Budget Presentation Award Program; and**
2. **The 2022 budget presentation schedule and approximate timeline of meetings.**

Motion CARRIED (7 to 0)

5. **CONCLUSION OF THE SEPTEMBER 22, 2021 FINANCE AND AUDIT COMMITTEE MEETING**

Meeting was concluded at 5:48 p.m.

Councillor Johanson, Chairperson



Tracey Arthur, Director of Corporate Administration