

# WHISTLER

## MINUTES

REGULAR MEETING OF THE AUDIT AND FINANCE COMMITTEE  
WEDNESDAY, OCTOBER 25, 2023, STARTING AT 4:00 P.M.

Meeting Room Flute, Municipal Hall

Held via Zoom – Link available at [www.whistler.ca/audit-and-finance-committee](http://www.whistler.ca/audit-and-finance-committee)

PRESENT	Mtgs. YTD (4)
Chair, Councillor R. Forsyth	3
Councillor J. Murl	4
Chief Administrative Officer, V. Cullen	4
General Manager, Climate Action, Planning and Development, D. Mikkelsen	3
General Manager, Community Engagement and Cultural Services, K. Elliott	3
General Manager, Corporate Services and Public Safety, T. Battiston	4
General Manager, Infrastructure Services, J. Hallisey	4
Director of Finance, C. Price	4
Manager of Financial Services, A. Palmer	4
Recording Secretary, Ben Sullivan	2

REGRETS	
Councillor J. Ford	2

### CALL TO ORDER

*Chair, Councillor R. Forsyth recognized The Resort Municipality of Whistler is grateful to be on the shared, unceded territory of the Lílwat People, known in their language as Lílwat7úl, 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.*

### ADOPTION OF AGENDA

Moved by Councillor R. Forsyth

Seconded by Councillor J. Murl

**That** the Audit and Finance Committee adopt the Regular Committee Agenda of October 25, 2023.

CARRIED

### ADOPTION OF MINUTES

Moved by Councillor J. Murl  
Seconded by Councillor R. Forsyth

**That** the Audit and Finance Committee adopt the amended Regular Audit and Finance Committee Minutes of Thursday, June 15, 2023 as circulated.

CARRIED

Moved by Councillor R. Forsyth  
Seconded by Councillor J. Murl

**That** the Audit and Finance Committee adopt the Regular Audit and Finance Committee Minutes of Thursday, September 7th, 2023 as circulated.

CARRIED

### PRESENTATIONS/DELEGATIONS

Council Budget  
Workshop Materials

A discussion was held regarding Council workshop materials.

Budget workshop materials are the same as last year. Previous year materials going back to 2021 are posted on the RMOW website on the Budget homepage. The materials for the 2024 workshops will be: the Five-Year Project Budget Overview, Project Budget Descriptions, Big Moves Projects and the Department Operating Budget Overview.

This year, for the Big Moves Project overview, the Environmental and Climate team has reviewed the project descriptions to verify accuracy and align descriptions closer with the stated Big Moves and Climate goals of the RMOW.

Additional materials provided will include a reserve balance outlook, balance planner, budget analysis and a summary of the 2024 operating budget changes. These are internal documents that require certain context to understand.

The budget timeline, as in past years, begins in July and continues through the summer until October/November when Council is engaged, and the workshops begin. The adoption of the budget is completed by Council on January 15<sup>th</sup>.

Long Term Asset  
Management Update

An update was provided on the Long-Term Asset Management Plan and a discussion was held.

There were changes made to the project planning structure this year. This included a more comprehensive GM review, creating new project codes related to specific building assets, ensuring O&M expenditures are landing in the Ops budget, using the available O&M coding and not just contract services, and GM's reviewing accumulated deficiencies with asset managers.

Aligning planned spending with the identified needs of municipal assets assures that assets are being maintained at a consistent level to avoid an inoperable or failure issue in the future. This will be assisted by future implementation of a work order management system (WOMS) and utilizing in-house asset experts.

The long-term asset management work has helped influence the timing of replacements and allows the organization to better identify and predict spending to from year to year. While there will be years of expected spending that will reduce reserves it is not expected, nor a prudent practice, to deplete reserves consistently year to year.

Information Technology is currently implementing a WOMS with the utilities department, with possible rollout to the larger organization to follow. Ultimately this system will assist in both project planning and accounting in terms of managing assets and will foster a convergence between project planners and finance asset managers to tune asset management more finely.

#### **RESOLUTIONS TO CONDUCT THE COUNCIL MEETING "CLOSED"**

Moved by Councillor R. Forsyth  
Seconded by Councillor J. Murl

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

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

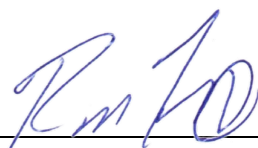
*90(1)(l) discussions with municipal officers and employees respecting municipal objectives, measures, and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report].*

CARRIED

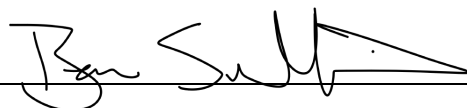
#### **MOTION TO TERMINATE**

Moved by Councillor J. Murl  
Seconded by Councillor R. Forsyth

**That** the Closed Audit and Finance Committee meeting of Wednesday, October 25, 2023 be terminated at 4:48 p.m.



Chair, Councillor R. Forsyth



Recording Secretary, B. Sullivan