



COUNCIL REPORT

To: Mayor and Council

Date: June 25, 2024

From: Ron Mattiussi, Interim CAO

Subject: **2023 Annual Report**

Report Prepared by: Trevor Seibel, Deputy CAO

PURPOSE

For Council to consider the 2023 Annual Report.

RECOMMENDATION to Consider and Resolve:

THAT the 2023 Annual Report be received as presented.

STRATEGIC AREA(S) OF FOCUS

Invest in Infrastructure – We will invest in building, improving and maintaining infrastructure to meet the needs of, and to provide a high quality of life for, current and future generations.

Pursue Economic Growth and Prosperity – We will work with stakeholders throughout the region to advocate for and support efforts aimed at helping West Kelowna businesses prosper. With a focus on the future, we will advance opportunities to expand our economy, increase employment, and develop the community in ways that contribute towards prosperity for all.

Strengthen Our Community – We will provide opportunities for the residents of West Kelowna to build connections, celebrate successes, embrace the community's strengths and diversity, address shared needs, and contribute to shaping the community's future.

Foster Safety and Well-Being – We will pursue through direct action, advocacy, and collaboration with local and regional service providers, investments in community health, needs-based housing, emergency preparedness, policing, and other services that foster safety and well-being in West Kelowna.

DISCUSSION

Producing an Annual Report is a statutory requirement under the *Community Charter*. Specifically,

- Section 98 outlines the requirement to prepare an Annual Report and what must be included; and
- Section 99 outlines the meeting which the report will be considered along with the required notice provisions.

To ensure compliance with statutory requirements, the following key dates were followed:

- June 7, 2024 – Annual Report be made publicly available both electronically and in hard copy. A Public Service Announcement (PSA) was issued to advise the public.
- June 7, 2024 – Public notice printed in the West K News advising of the reports availability, opportunities to provide comments and the June 25 Council meeting.
- June 14, 2024 - Public notice printed in the West K News advising of the reports availability, opportunities to provide comments and the June 25 Council meeting
- June 21, 2024 - Public notice printed in the West K News advising of the reports availability, opportunities to provide comments and the June 25 Council meeting
- June 25, 2024 – the Annual Report will be considered at the Regular Council meeting. Council must consider any submissions and questions on the Annual Report.

For 2023, the Annual Report has followed the guidance of the Government Finance Officers Association of the United States and Canada (GFOA). This program encourages municipal governments to publish high quality financial reports in the spirit of full disclosure to clearly communicate the City's financial story. The report contains three distinct sections:

- The Introductory Section provides information regarding the organization of the City of West Kelowna including the 2023 operating results for each department as well as the Strategic Priorities;
- The Financial Section presents the 2023 audited financial statements along with the Auditor's Report; and
- The Statistical Section provides a variety of financial and non-financial statistics for the past five years as well as other specific financial information that may not be readily apparent from the Financial Statements.

The 2023 Annual Report (Attachment A) is attached for consideration.

At the time of this writing, there have been no comments received on the annual report.

FINANCIAL IMPLICATIONS

The costs to prepare the Annual Report are included within the 2023 financial plan.

APPROVED FOR THE AGENDA BY

Ron Mattiussi, Interim CAO

Powerpoint: Yes No

Attachments:

Attachment 1 – 2023 Annual Report