

**City of Port Alberni
Audit Committee
Minutes from a Meeting held Tuesday, April 26, 2011 at 4:00 pm
in the City Hall Committee Room**

Present: Councillor Hira Chopra, Chair
Councillor Ike Patterson
Councillor John Douglas

Regrets:

Resource Staff: Ken Watson, City Manager
Cathy Rothwell, Director of Finance
Guy Cicon, City Engineer
Scott Kenny, Director of Parks & Recreation

A. Adoption of Agenda

*Patterson/Douglas
That the agenda be adopted as circulated.*

Carried

B. Minutes

*Patterson/Douglas
That the minutes of the January 24, 2011 Audit Committee Meeting be adopted
as circulated.*

Carried

C. Response to Questions of January 24, 2011 Audit Committee Meeting

No questions.

D. Reports

General Administration

*The Director of Finance did not deem any of the items out of the ordinary so no
summary was prepared.*

There was discussion on several line items:

*It was noted that no budget figures appear on the financial statements. The
Director of Finance explained that the 2011 financial plan budget had not been
adopted yet.*

*There was a general query as to why there were significant variations in some of
the accounts – between the first quarter of 2010 and the current financial
statements. The Director of Finance explained some items had not been posted
yet, and billings for garbage was done earlier for 2011.*

There was a specific query about whether the Tebo industrial campus land sale

money had been collected. City Manager Ken Watson will check into this and with the Director of Finance, provide a report for the next Audit Committee meeting.

There was a bit of discussion regarding the status of McLean Mill. The Director of Finance explained that financial information to date was incomplete and the season had not yet begun for operations. City Manager Ken Watson explained that the contract for between the City and the IHS for mill operations has not been finalized.

*Patterson/Douglas
That the audit committee report be received.*

Carried

F. Other Competent Business

There was none.

G. Question Period

There were none.

G. Next Meeting

*Patterson/Douglas
The next meeting will be on Monday, July 25, 2011 at 4:00 pm in the Committee Room.*

Carried

H. Adjournment

*Patterson/Douglas
The meeting adjourned at 4:40 pm.*

Carried

Respectfully submitted,

Councillor Hira Chopra, Chair

Davina Sparrow, City Clerk