

MINUTES OF THE AUDIT COMMITTEE
Monday, April 19, 2021 @ 11:00 AM
Via Webinar

PRESENT: Councillor D. Washington, Chair
Councillor R. Corbeil
Councillor C. Solda

RESOURCE STAFF: Tim Pley, CAO
Andrew McGifford, Director of Finance
Sara Darling, Deputy City Clerk

MEDIA: David Wiwchar, The Peak 93.3FM

A. CALL TO ORDER & APPROVAL OF THE AGENDA

The meeting was called to order at 2:00 PM.

MOVED AND SECONDED, THAT the agenda be approved as printed and circulated.

CARRIED

B. ADOPTION OF MINUTES

MOVED AND SECONDED, THAT the minutes of the Audit Committee meeting held on August 10, 2020, be adopted.

CARRIED

C. UNFINISHED BUSINESS

1. Terms of Reference

The Director of Finance provided a verbal overview regarding the adopted Terms of Reference.

MOVED AND SECONDED, THAT members of the Committee recommend to Council that the Audit Committee Terms of Reference be amended to reflect a quarterly meeting schedule versus the current semi-annual schedule.

CARRIED

- 2.** The Director of Finance provided a report dated September 1, 2020 in response to questions from the members of the Audit Committee at their August 10, 2020 meeting.

D. QUARTERLY ANALYSIS OF MAYOR AND COUNCIL TRAVEL + DEVELOPMENT EXPENSES

- 1.** The Director of Finance provided an overview for the fourth quarter of 2020 and the first quarter of 2021.

E. REPORTS

The Director of Finance presented a report dated April 6, 2021, 2020 providing an overview of the 2020 Actual versus Financial Plan and other pertinent information as follows:

Contract states a March reporting deadline which Council received through a presentation from the Chamber at a regular Council Meeting. Council can request additional information from the Chamber.

MOVED AND SECONDED, THAT members of the Committee recommend to Council that a detailed report be provided allowing for context of expenditures associated with the Chamber of Commerce McLean Mill Operating agreement.

CARRIED

F. VENDOR CHEQUE REGISTER REPORT

The Director of Finance provided an overview regarding the vendor cheque register report from May 13, 2020 to April 12, 2021.

Committee members request that the vendor cheque register report be provided/compiled by vendor name with expenditure descriptions if possible for future meetings.

- What is the Organized Crime Agency of BC expenditures?
Reflects the DNA contribution within the RCMP Contract.
- What were the payments made to Todd Pattola?
This is monies returned to the individual after the properties are redeemed by the property owners.

G. INVESTMENTS REPORT

The Director of Finance provided a verbal update regarding the City's investments.

H. OTHER COMPETENT BUSINESS

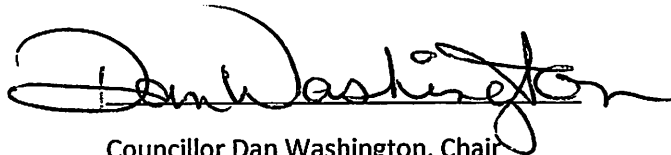
I. QUESTION PERIOD

J. ADJOURNMENT

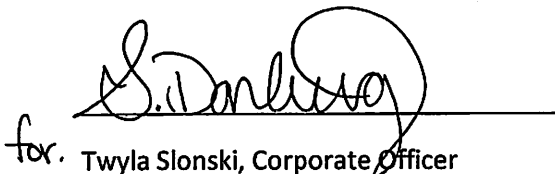
MOVED AND SECONDED THAT the meeting be adjourned at 12:20 pm.

CARRIED

Respectfully submitted,



Councillor Dan Washington, Chair



for. Twyla Slonski, Corporate Officer