

**City of Port Alberni
Audit Committee
Minutes from a Meeting held Monday, August 10, 2015 at 4:00 pm
in the City Hall Committee Room**

Present: Councillor Dan Washington, Chair
Councillor Denis Sauvé
Councillor Chris Alemany

Resource Staff: Ken Watson, City Manager
Guy Cicon, City Engineer
Cathy Rothwell, Director of Finance

Media: Dave Wiwchar, Peak Radio

A. Adoption of Agenda

*Sauvé/Alemany
That the agenda be adopted as circulated.*

Carried

B. Minutes

*Alemany/ Sauvé
That the minutes of the May 25, 2015 Audit Committee Meeting be adopted as
circulated.*

Carried

C. Responses to questions arising from the May 25, 2015 Audit Committee Meeting

*Sauvé/Alemany
That the report dated June 2, 2015 from the Director of Finance responding to
questions arising from the May 25, 2015 meeting, be received.*

Carried

D. Quarterly Analysis of Mayor and Council Travel and Convention Expenses (ending June 30, 2015)

No Report.

E. Reports

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

General Revenue Fund by Department

Sauvé/Alemaný

That the General Revenue Fund report for June 30, 2015 be received.

Carried

Water Revenue Fund

Alemaný/Sauvé

That the Water Revenue Fund report for June 30, 2015 be received.

Carried

Sewer Revenue Fund

Sauvé /Alemaný

That the Sewer Revenue Fund report for June 30, 2015 be received.

Carried

General Capital Fund

Sauvé/Alemaný

That the General Capital Fund report for June 30, 2015 be received.

Carried

Water Capital Fund

Sauvé/Alemaný

That the Water Capital Fund report for June 30, 2015 be received.

Carried

Sewer Capital Fund

Sauvé/Alemaný

That the Sewer Capital Fund report for June 30, 2015 be received.

Carried

F. Vendor Cheque Register Report

Alemaný/Sauvé

That the Vendor Cheque Register Report dated May 20 through July 30, 2015 be received, and questions arising from the Cheque Register be addressed in a report at the September 14, 2015 Regular Council Meeting.

Carried

G. Other Competent Business

Questions/information requests raised by the Audit Committee:

1. Details of cheque no. 131949 to Port Alberni Junior Hockey Society.
2. Details of cheque no. 131276 to McLean Mill National Historic Site.
3. Details of cheque no. 131675 to Alberni Communications and Electronics.
4. Determine any cost savings from contract exclusivity for freight and courier charges.

H. Question Period

There were none.

I. Next Meeting

The next meeting will be on November 23, 2015 at 4:00 pm in the Committee Room.

J. Adjournment

Sauvé/Alemaný

That the meeting be adjourned at 4:15 pm.

Carried

Respectfully submitted,

Councillor Dan Washington, Chair

Davina Hartwell, City Clerk