

**City of Port Alberni
Audit Committee
Minutes from a Meeting held Monday, January 24, 2011 at 4:00 pm
in the City Hall Committee Room**

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

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

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

Carried

B. Minutes

*Patterson/Douglas
That the minutes of the December 6, 2010 Audit Committee Meeting be adopted
as circulated.*

Carried

C. Response to Questions of December 6, 2010 Audit Committee Meeting

*Patterson/Douglas
Report dated December 7, 2010 from the Director of Finance in response to
questions arising from the July 26, 2010 meeting be received.*

Carried

D. Presentation from Don Jones of Duncan Sabine Collyer Partners LLP

*Chopra/Patterson
Powerpoint presentation explaining new risk assessment standards required by
Canadian Auditing Standards taking effect for the City's December 31, 2010
fiscal year end be received.*

Carried

E. Reports

General Administration

*The City Manager and Director of Finance discussed with the Committee
whether there were any out of the ordinary items on the financial statements.
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:

*BC Transit increased administration expenses. Councillors Patterson and
Chopra asked that BC Transit be asked to report. Note: BC Transit provides
budget information annually.*

It was noted that the garbage revenue looked low. The Director of Finance explained that the final 4 months billing for 2010 was in the process of mailing out.

Councillors Chopra and Patterson queried the subsidy paid by the City for the McLean Mill. City Manager Ken Watson explained that the City's commitment is limited to the amount provided for in the budget. Any shortfall is made up by the Industrial Heritage Society. The McLean Mill is currently over budget. A contract between the City and the IHS for the IHS to assume operations of the McLean Mill is in the final stages.

Councillor Douglas queried SCADA. City Engineer Guy Cicon explained that it is a monitoring system for the water and sewer systems.

Chair Chopra queried the City's current situation with Upnit Power. City Manager Ken Watson explained that dividends have been received from Upnit Power in previous years.

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

Carried

F. Other Competent Business

There was none.

G. Question Period

There were none.

H. Next Meeting

*Patterson/Douglas
The next meeting will be on Monday, April 26, 2011 at 4:00 pm in the Committee Room.*

Carried

I. Adjournment

*Patterson/Douglas
The meeting adjourned at 5:30 pm.*

Carried

Respectfully submitted,

Councillor Hira Chopra, Chair

Davina Sparrow, City Clerk