

City of Port Alberni
Audit Committee
Minutes from a Meeting held Monday, January 25, 2010
at 4:00 pm in the City Hall Committee Room

Present: Councillor Hira Chopra
Councillor Ike Patterson
Councillor John Douglas

Resource Staff: Ken Watson, City Manager
Brenda Goorts, Deputy Director of Finance
Scott Kenny, Director of Parks & Recreation
Guy Cicon, City Engineer

A. Adoption of Agenda

Patterson/Douglas
That the agenda be adopted as circulated.

Carried

B. Minutes

Patterson/Douglas
That the minutes of the November 23, 2009 Audit Committee Meeting be adopted as circulated.

Carried

C. Reports

Transit – The Director of Finance will report on total revenues and expenditures to determine why revenues are lower and expenditures higher than last year.

Commercial Garbage – The City Engineer will provide the total cost of providing the service as compared to the revenue generated.

Special Solid Waste – The City Engineer explained that an amount was budgeted for paving of the parking lot on 4th Ave (which was not done) since the ACRD has taken over the recycling.

Building / Planning – The City Manager provided information on the building department budget figures, and the obstacles to contracting out planning services to the regional district.

Alberni Harbour Quay and Spirit Square – The Director of Parks and Recreations gave an update on the spirit square and farmers market.

McLean Mill - Discussion was had around the McLean costs and revenues. The Director of Finance will report back on “Misc Revenue” and 2009 revenue collections.

Collection for Other Governments – The City manager explained legislative requirements around collecting taxes for other governments.

Drought Management Plan – The Engineer explained that we do not use this line and it was requested that the Director of Finance remove the line from the reports to reduce confusion.

Water Fund – Discussion was had around water rates and how they are established and if they are needing to be raised in order to cover costs.

Sewer Fund - The City Engineer reported on the status of the fund and the need to review rates. There was discussion around need for a sewer reserve fund.

Grant Funding Applications - The City Engineer reported on status of grant funding from his applications.

Community Forest - The Director of Finance will report on total expenditures to date relating to the Community Forest.

Asphalt Paving Issue – The City Engineer provided and update on the issues around paving projects and steps being taken to resolve.

Patterson/Douglas
That the audit committee report be received.

Carried

D. Other Competent Business

There was none.

E. Question Period

There were none.

F. Next Meeting

Patterson/Douglas
The next meeting will be on Monday, April 26, 2010 at 4:00 pm in the Committee Room.

Carried

G. Adjournment

Patterson/Douglas
The meeting adjourned at 5:10 pm.

Carried

Respectfully submitted,

Councillor Hira Chopra, Chair

Russell Dyson, City Clerk