

**City of Port Alberni
Audit Committee
Minutes from a Meeting held Monday, July 26, 2010 at 4:00 pm
in the City Hall Committee Room**

Present: Councillor Hira Chopra
Councillor Ike Patterson
Councillor John Douglas

Regrets: Councillor Cindy Solda
Scott Kenny, Director of Parks & Recreation

Resource Staff: Ken Watson, City Manager
Cathy Rothwell, Director of Finance
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 April 26, 2010 Audit Committee Meeting be adopted as circulated.*

Carried

C. Response to Questions of April 26, 2010 Audit Committee Meeting

No questions from April 26, 2010 meeting.

D. Reports

General Administration

The City Manager and Director of Finance discussed with the Committee procedural changes to the reporting – highlighting out of the ordinary items on the financial statements and the Director of Finance to prepare a brief summary on same.

There was discussion on line item Refund of previous year's revenue on page 3 of financial statements around what the \$1,403,000 consists of. The Director of Finance will provide that information.

There was discussion on line item Marine Commercial Building and Port Building on page 15 of the financial statements with regards to identifying which building is which. The Director of Finance will provide that information.

There was discussion around transferring the 1989 Ford Van from Public Works assets to McLean Mill as McLean Mill pays its operating costs. The Director of Finance will investigate making the transfer.

Water Revenue Fund

Water rates – There was discussion on water rates and a request from the Committee to the Director of Finance to calculate the increase from 2009 to 2010. The City Engineer advised that rates have not changed since 2004.

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

Carried

E. Other Competent Business

There was none.

F. Question Period

There were none.

G. Next Meeting

*Patterson/Douglas
The next meeting will be on Monday, November 22, 2010 at 4:00 pm in the Committee Room.*

Carried

H. Adjournment

*Patterson/Douglas
The meeting adjourned at 4:45 pm.*

Carried

Respectfully submitted,

Councillor Hira Chopra, Chair

Russell Dyson, City Clerk