

City of Port Alberni
Audit Committee
Minutes from a Meeting held Monday, May 25, 2015 at 4:06 pm
in the City Hall Committee Room

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

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

Media: None

A. Adoption of Agenda

Sauvé/Alemany
That the agenda be adopted as circulated.

Carried

B. Minutes

Sauvé/Alemany
That the minutes of the February 23, 2015 Audit Committee Meeting be adopted as circulated.

Carried

C. Responses to questions arising from the November 24, 2014 Audit Committee Meeting

Sauvé/Alemany
That the report dated February 24, 2015 from the Director of Finance responding to questions arising from the February 23, 2015 meeting, be received.

Carried

D. Quarterly Analysis of Mayor and Council Travel and Convention Expenses (ending March 31, 2015)

Alemaný/Sauvé

That the Mayor and Council Travel and Convention Expenses report for the period ending March 31, 2015 be received.

Carried

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/ Alemany

That the General Revenue Fund report for March 31, 2015 be received.

Carried

Water Revenue Fund

Sauvé/Alemany

That the Water Revenue Fund report for March 31, 2015 be received.

Carried

Sewer Revenue Fund

Sauvé /Alemany

That the Sewer Revenue Fund report for March 31, 2015 be received.

Carried

General Capital Fund

Sauvé/Alemany

That the General Capital Fund report for March 31, 2015 be received.

Carried

Water Capital Fund

Sauvé/Alemany

That the Water Capital Fund report for March 31, 2015 be received.

Carried

Sewer Capital Fund

Sauvé/Alemany

That the Sewer Capital Fund report for March 31, 2015 be received.

Carried

F. Vendor Cheque Register Report

Alemany/Sauvé

That the Vendor Cheque Register Report dated February 18 through May 19, 2015 be received, and questions arising from the Cheque Register be addressed in a report at the June 8, 2015 Regular Council Meeting.

Carried

G. Other Competent Business

Questions/information requests raised by the Audit Committee:

1. Details of cheque no. 130548 to ACRD.
2. Details of cheque no. 130533 to Brenntag Canada.
- 3.

H. Question Period

There were none.

I. Next Meeting

The next meeting will be on August 10, 2015 at 4:00 pm in the Committee Room.

J. Adjournment

Alemany/ Sauv 

That the meeting be adjourned at 4:10 pm.

Carried

Respectfully submitted,

Councillor Dan Washington, Chair

Davina Hartwell, City Clerk