



MINUTES

CITY OF MERRITT

FINANCE AND AUDIT COMMITTEE

Thursday, July 30, 2020
11:30 A.M.
COUNCIL CHAMBERS, CITY HALL
2185 Voght Street
Merritt, B.C

PRESENT: Mayor L. Brown
Councillor A. Etchart
Councillor T. Luck

IN ATTENDANCE: Mr. S. Smith, Chief Administrative Officer
Mr G. Lowis, Deputy Corporate Officer
Mr. S. Hildebrand, Chief Administrative Officer
Mr. W. Anderson, Director of Finance & IT

1. CALL TO ORDER

1.1 Call to Order

Mayor Brown, Chair, called the meeting to order at 12.21pm

2. PUBLIC INPUT

Nil.

3. ADOPTION OF THE MINUTES

3.1 Finance and Audit committee minutes, may 27 2020

THAT the Minutes of the Finance & Audit Committee Meeting held on May 27, 2020, be adopted.

Moved, Seconded, CARRIED

4. **GENERAL MATTERS - Delegations & Recognitions**

Nil.

5. **UNFINISHED BUSINESS**

6. **NEW BUSINESS**

6.1 **Finance Department update**

Report from Mr. Anderson

Mr. Anderson provided information about payment levels for taxes and utilities, and statistics on payments at City Hall.

He provided information on tax deferment, reporting requirements, letters to recipients of permissive tax exemptions, payment levels, new HR software

Members of the committee asked about potential programs to help elderly people access the online services, reading accounts, permissive tax exemption requirements, tax sale rates

6.2 **Noon hour closure at City Hall**

Oral report from Mr. Anderson

Mr Anderson provided an update about the front desk being closed for public from 12-1 for staff to take lunch.

6.3 **Quarterly Reporting**

THAT the Committee provide staff with direction on the key information to be provided for quarterly reporting for future Finance & Audit Committee meetings.

6.4 **2021 Budget Discussion**

THAT the Committee receive this report and attachment for information and discussion on the upcoming 2021 budget process.

6.5 **Cash Position July 20, 2020**

THAT the Committee receive this report and attachment for information and discussion.

6.6 **Council Expectations**

General discussion to be introduced by Mr. Anderson

6.7 Upcoming Finance Projects

Verbal update from Mr. Anderson

7. TERMINATION OF MEETING

Mayor Brown, Chair, declared the meeting closed at 2.08pm

Corporate Officer

Sean Smith

Mayor

Linda Brown