

THE CORPORATION OF THE DISTRICT OF CENTRAL SAANICH

Minutes of the **ADMINISTRATION & FINANCE COMMITTEE** Meeting
Monday, January 25, 2010, at 10:40 p.m.
Central Saanich Municipal Council Chamber

PRESENT: Councillor John Garrison, Chair
Mayor Jack Mar, Councillors Kubek, Mason, Olsen, and Siklenka
Gary C. Nason, Administrator
Susan Brown, Municipal Clerk
Rosalyn Tanner, Director of Financial Services
Hope V. Burns, Director of Planning & Building Services

ABSENT: Councillor Bryson

APPROVAL OF THE AGENDA:

65.10 **MOVED AND SECONDED**
That the Agenda for the Administration & Finance Committee Meeting held on January 25, 2010, be approved as circulated.
CARRIED UNANIMOUSLY

1. Staff Memorandum

- a) Staff Memorandum dated December 14, 2009, from the Co-op Student entitled "Proposed Purchasing Policy"

The Director, Financial Services, briefly overviewed the Staff Memorandum.

66.10 **MOVED AND SECONDED**
That it be recommended to Council:

That the Staff Memorandum dated December 14, 2009, from the Co-op Student entitled "Proposed Purchasing Policy", be received, and the proposed Purchasing Policy #0340-50-1984-02, attached to the Staff Memorandum as Appendix A, be adopted.

CARRIED UNANIMOUSLY

ADJOURNMENT:

On motion, the Administration & Finance Committee Meeting held on January 25, 2010, adjourned at 10:42 p.m.

Councillor John Garrison, Chair

Recorded By: Susan Brown
Municipal Clerk