

Municipality of the District of Lunenburg Minutes of a Meeting of the Audit Committee

Held at Council Chambers, 10 Allée Champlain Drive, Cookville NS
Tuesday, July 2, 2024 – 9:00 a.m.

Attendance

Councillor Pam Hubley, District 4, Chair
Councillor Chasidy Veinotte, District 10, Vice Chair
Mayor Carolyn Bolivar-Getson
Councillor Leitha Haysom, District 1
Councillor Martin Bell, District 2
Councillor Wendy Oickle, District 3
Councillor Cathy Moore, District 5
Councillor Sandra Statton, District 6
Councillor Michelle Greek, District 7
Councillor Kacy DeLong, District 8

Regrets

Councillor Reid Whynot, District 9

Staff

Tom MacEwan, Chief Administrative Officer
April Whynot-Lohnes, Acting Deputy Chief Administrative Officer
Elana Wentzell, Director of Finance
Angela Veinot, Manager of Finance
Tina Robichaud-Bond, Acting Municipal Clerk
Joanne Powers, Executive Assistant

1. Call to Order

Councillor Hubley, Chair, called the meeting to order at 9:00 a.m. and acknowledged that the meeting was held in Mi'kma'ki, the traditional territory of the Mi'kmaq people.

2. Approval of Agenda

Moved by Deputy Mayor Oickle seconded by Councillor Greek that the Agenda be approved as circulated. Carried unanimously.

3. Approval of Minutes – September 26, 2023

Moved by Councillor Veinotte, seconded by Councillor Haysom that the Minutes of the September 26, 2023 Audit Committee meeting be approved as circulated. Carried unanimously.

4. Belliveau Veinotte – Pre-Audit Discussion

Micheal Belliveau, Partner, and Michelle Laird, Senior Auditor, both with Belliveau Veinotte, were in attendance. Mr. Belliveau advised that there would also be two students working on the fieldwork for the audit.

Mr. Belliveau noted that the fieldwork would begin on July 17, 2024 and that the audit was expected to be completed by mid to late August. Mr. Belliveau reported that the audit fee for the year was \$23,000, which is the third year of the quote that expires March 31, 2027.

Mr. Belliveau noted some of the drivers behind what they look at was risk and materiality, which was what dollar amount would impact a decision that was made so the users of the financial statements could be confident that these end decisions made off the financial statements were appropriate.

The Audit Committee members were reminded that they have full access to the auditors at any time if there are any questions or concerns regarding the audit.

Mr. Belliveau and Ms. Laird left the meeting.

5. Staff Reports

5.1 2021-22 Financial Condition Indicator Results

Elana Wentzell, Director of Finance, reviewed the report, “2021-22 Financial Condition Indicator Results” (circulated with the agenda) advising that the Province released the Financial Condition Indicators Results for 2021/22 and that the overall financial condition risk assessment for MODL was green which indicated that it was considered low risk for fiscal instability.

6. Adjournment

There being no further business, the meeting adjourned at 9:11 a.m.