

**Audit Committee Meeting
September 16, 2019
Town Council Chambers**

Present

Mayor L. Boucher
Deputy Mayor D. MacInnis
Councillor W. Cormier
Councillor A. Murray
Councillor J. MacPherson
Councillor D. Roberts

M. Barkhouse,
D. Chaisson, MGM
M. MacNeil

Absent with Regret

Councillor M. Farrell

Call to Order

Mayor L. Boucher called the meeting to order at 5:06 PM

Approval of Agenda

"It was Moved and Seconded to approve the Agenda." Motion carried.

D. Chaisson noted that M. MacNeil was also in attendance as they are required to continue with the audit right up until the financial statements are presented.

D. Chaisson noted the audit went very well this year and thanked staff for their assistance.

D. Chaisson referred to the independent audit report, noting the format has changed, but the content has not. (Comment was also provided on PSAS and how they apply to the Town.)

D. Chaisson further noted the following findings:

- It is the Consolidated Financial Statements that Council must approve. The statements for individual funds are presented for information purposes only.
- During the period when the Director of Corporate Services position was vacant Journal Entries were approved and posted by the same individual. This practice stopped when the new Director of Corporate Services was hired.
- Council should adopt a policy for funding an allowance for doubtful accounts that would include a requirement for an annual review of accounts. (D. Chaisson noted in response to a question that the amounts in the allowance for doubtful accounts were adequate, it was the lack of a policy that was being highlighted.)
- Taxes receivable increased due to higher tax levies, however, generally receivables were down.
- Severance associated with the elimination of the Planning and Development Department is temporarily driving costs up.
- Deferred revenue is higher due to donations for future projects (ballpark/ skatepark)

- Temporary borrowing is lower due to the AREA windfarm project costs transferring to long term borrowing. Inversely related, long term borrowing is higher as a result of this transition.
- Long term debt is decreasing but remains high due to borrowings for the windfarm. (Because of this anomaly, and at the request of Council, D. Chaisson agreed to separate out long term borrowings by funds).
- Overall, reserves are in good shape.
- The different funds are either in surplus or trending in a positive direction (water).
- After a discussion, there was agreement that the donation to the Farmers Market should be simply noted on these financial statements and recorded next year if construction takes place.

At 5:55 PM It was Moved and Seconded to go In Camera and staff left the meeting.

With there being no further business, the meeting was adjourned at 6:00 PM