



ATTENDING

- Chair, Councillor Mike Butler
- Mayor Wendy Donovan
- Councillor Ian Palmeter
- Heather MacKay
- Frank Lussings
- Director of Finance Mike MacLean
- Accountant, Jenny Johnson
- Recorder Laura Morrison

CALL TO ORDER

Chair, Councillor Mike Butler, called the Audit Committee meeting to order at 8:30am and welcomed Frank Lussing as interim citizen member.

Agenda Item

Discussion and Decisions

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| 1. Approval of Agenda | MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS AMENDED. | CARRIED |
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| 2. Approval of Minutes | MOTION: IT WAS REGULARLY MOVED AND SECONDED THE MINUTES OF THE AUDIT COMMITTEE MEETING OF JULY 7, 2023, BE APPROVED AS CIRCULATED. | CARRIED |
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| 3. Public Input | <ul style="list-style-type: none">• No members of the public were in attendance. | |
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| 4. New Business:
a. Info Report 1st Quarter Financial Update | <ul style="list-style-type: none">• Finance Director presented the pre-circulated Information Report on the 1st Quarter Financial Statements.• Timing differences in the variance reports were reviewed.• Capital Overages discussion.• Summary review of all Capital projects.• Outstanding taxes discussion. | |
| | | IT WAS REGULARLY MOVED AND SECONDED THAT THE AUDIT COMMITTEE FORWARD THE 1ST QUARTER FINANCIAL UPDATE REPORTS (AS AT JUNE 30, 2023) TO THE NEXT AVAILABLE COMMITTEE OF THE WHOLE MEETING. |



Agenda Item	Discussion and Decisions
b. Discussion on Business Continuity	<ul style="list-style-type: none">• Discussion on business continuity regarding retirement of Director of Financial Services.• Discussion on Procurement Policy exclusionary services.• Detailed report to come to Audit meeting in October.
5. Next Meeting Date	<ul style="list-style-type: none">• October 27, 2023 @ 8:30am
6. Adjournment of Meeting	Meeting Adjourned at 10:15 am

**As recorded by Laura Morrison, Executive Assistant/Town Clerk, Office of the CAO
Approved at the October 27, 2023 Audit Committee Meeting**