



A meeting of the Audit & Finance Committee for the Town of Mahone Bay was held on Thursday, July 22, 2021 at 7:00 p.m. via video conferencing.

Present:

Mayor D. Devenne (Chair)
Councillor A. Burdick
Councillor J. Feeney
Councillor K. Wilson
B. Lewis
D. Haley
CAO D. Heide (Secretary)
Manager of Finance L. Wentzell

Absent:

Deputy Mayor F. Kangata (with regrets)
Councillor P. Carver (with regrets)
Councillor R. Nowe (with regrets)

Land Acknowledgement

Let us begin by acknowledging that we are gathered today in Mi'kma'ki. The ancestral, present and future territory of the Mi'kmaw people. Today, we gather with the intent followed by the living Peace and Friendship Treaties - with respect, cooperation and coexistence.

Call to Order

The meeting was called to order at 7:03 p.m.

1. Approval of Agenda

A motion by Councillor Wilson, seconded by Councillor Burdick, "THAT the agenda be approved as presented." Motion carried.

2. Approval of Minutes – January 21, 2021

A motion by Councillor Feeney, seconded by Councillor Burdick, "THAT the minutes of the January 21, 2021 meeting be approved as presented." Motion carried.

– February 10, 2021

A motion by Councillor Feeney, seconded by D. Haley, "THAT the minutes of the February 10, 2021 meeting be approved as presented." Motion carried.

– February 23, 2021

A motion by Councillor Feeney, seconded by B. Lewis, “THAT the minutes of the February 23, 2021 meeting be approved as amended to reflect the attendance of Aaron Long and Sean Fleming (AREA) as guests.” Motion carried.

3. Review of Q1 Statements (Town, Water, and Electric)

Manager of Finance Luke Wentzell presented Q1 2021-22 financial reports for Town General, Water Utility and Electric Utility. Members discussed the timing of committee meetings and agreed it would be valuable to schedule quarterly meetings in 2022, timed to review each quarter’s financial reports.

4. Discussion on Future Reporting Goals

Opportunities to improve reporting through the use of software tools were discussed.

A motion by D. Haley, seconded by B. Lewis, “THAT the Committee recommend to Council that staff be directed to reach out to Procom to arrange a demonstration for the Audit & Finance Committee of Townsuite programs which may be relevant to the Town’s operation.” Motion carried

5. 2020-21 Audit Status

Finance manager updated committee members on preparations for the 2020-21 audit which gets underway July 26, 2021 and advised that the delay on the preparation of MJSB statements may impact the timing for the Town’s statements as well. Members agreed it would be desirable to include ample time to review the draft statements in September prior to the meeting scheduled for their recommendation to Council.

6. Training for Committee Members

Audit Committee training is on its way, Luke Wentzell reported receiving the link and will send it out to members as soon as possible.

8. Adjournment

A motion by Councillor Wilson, seconded by B. Lewis, “THAT the meeting be adjourned.” Motion carried

The meeting was adjourned on motion at 8:24 PM.

Chair, Mayor D. Devenne

Dylan Heide, Committee Secretary