



## **AUDIT COMMITTEE MEETING Thursday, November 21, 2024**

An Audit Committee Meeting for the Municipality of the District of Yarmouth was held in the Board Room on Thursday, November 20, 2024.

1. The meeting was called to order at 4:02 p.m. by Victoria Brooks, CAO: Deputy Warden Trevor Cunningham, Councillor Jim Baxter, Citizen Representative Carole Hill-Bojarski, Greg Shay, Director of Finance, and Jenny Porter, Deputy Municipal Clerk.

Gloria Banks and Stephanie LeBlanc from Doane Grant Thornton were also in attendance.

Regrets: Citizen Representative Jennifer Ardiel

2. **Land Acknowledgement** - I would like to begin by acknowledging that we are meeting on the traditional lands of the Acadia First Nation, part of Mi'kma'ki (meeg-ma-gee), the ancestral territory of the Mi'kmaq people.

3. **Appointment of Chair**

As the inaugural post-election meeting, the CAO called for nominations for Audit Committee Chair.

***Deputy Warden Trevor Cunningham , nominated Councillor Jim Baxter seconded by Citizen Representative Carole Hill-Bojarski.***

*Councillor Jim Baxter accepted the nomination.*

The CAO called for nominations three times, there were no further nominations.

The Chair requested a motion to cease nominations.

***It was moved by Deputy Warden Trevor Cunningham, seconded by Citizen Representative Carole Hill Bojarski to cease nominations.***

***Motion carried.***

*Councillor Jim Baxter was acclaimed as Chair of the Audit Committee.  
Councillor Baxter assumed the role of Chair at 4:08 p.m.*

#### **4. Appointment of Vice Chair**

The Chair called for nominations for Audit Committee Vice Chair.

***Councillor Jim Baxter nominated Deputy Warden Trevor Cunningham, seconded by Citizen Representative Carole Hill-Bojarski.***

*Deputy Warden Trevor Cunningham accepted the nomination.*

The Chair called for nominations three times, there were no further nominations.

*Deputy Warden Trevor Cunningham was acclaimed as Vice Chair of the Audit Committee.*

The Chair requested a motion to cease nominations.

***It was moved by Deputy Warden Trevor Cunningham, seconded by Citizen Representative Carole Hill Bojarski to cease nominations.***

***Motion carried.***

#### **5. Approval of Agenda**

***There being no additions to the agenda, the Chair declared it approved.***

#### **6. Approval of Minutes from July 24, 2024**

***There being no errors or omissions to the July 24, 2024 minutes, the Chair declared the minutes approved.***

#### **7. New Business**

##### **7.1 Review of Draft 2023-2024 Financial Statements**

Grant Thornton reviewed the draft non-consolidated and consolidated financial statements, and Audit Report for the audited financial statements ending March 31, 2024.

***It was moved by Deputy Warden Trevor Cunningham, seconded by Carole Hill-Bojarski to recommend the draft non-consolidated and consolidated financial statements of 2023-2024 be recommended to Council for approval.***

***Motion carried.***

*Carole Hill-Bojarski left the meeting at 5:43 p.m.*

**8. Other Business**

There was no other business.

**9. Adjournment**

***The Chair adjourned the meeting at 6:13 p.m.***