

**PORT HAWKESBURY TOWN COUNCIL  
SPECIAL PUBLIC MEETING**

**Minutes of Meeting  
September 17, 2019**

**Present**

Deputy Mayor, Mark MacIver  
Councilor, Trevor Boudreau  
Councilor, Hughie MacDougall  
Councilor, Blaine MacQuarrie  
Chief Administrative Officer, Terry Doyle  
Director of Finance, Erin MacEachen  
Director Marketing, Recreation, Tourism & Culture, Paula Davis  
Town Solicitor, Patrick Lamey

**Regrets**

Mayor Brenda Chisholm-Beaton  
Julie Marchand, Chair, Audit Committee

**Guests**

Ryan Armstrong, Grant Thornton LLP

**1. Call to Order**

A Special Public Meeting of the Port Hawkesbury Town Council was held in Shannon Studio, PHCC, Tuesday, September 17, 2019 and called to order by Deputy Mayor M. MacIver at 6:30 p.m.

**2. Additions to the Agenda**

There were no additions to the agenda.

**3. Approval of the Agenda**

**MOVED by Councilor T. Boudreau and SECONDED by Councilor B. MacQuarrie “that the Town of Port Hawkesbury approves the agenda as distributed”. MOTION CARRIED.**

**4. Approval of 2018-2019 Financial State**

- i. Auditor’s Report – Ryan Armstrong, Grant Thornton LLP

Ryan Armstrong, Grant Thornton LLP, presented the results of the Consolidated Financial Statements as of March 31, 2019. The statements represented an in depth analytical process in conjunction with the Audit Committee.

- ii. Report from Audit Committee – Councilor T. Boudreau

The Audit Committee met with Grant Thornton auditors on May 13 to review the audit plan for the March 31, 2019 audit, and then again on August 26, 2019 to review the results of the audit. The Town was able to add 347k to its operating reserve. Based on the results of the meetings, the Audit Committee made recommendations to Council as presented in the following motions:

**MOVED by Councilor T. Boudreau and SECONDED by Councilor H. MacDougall “that the Town of Port Hawkesbury approves the March 31, 2019 audited Consolidated Financial Statements as presented to the Audit Committee at the Audit Committee Meeting on August 26, 2019”. MOTION CARRIED.**

**MOVED by Councilor T. Boudreau and SECONDED by Councilor B. MacQuarrie “that the Town of Port Hawkesbury approves the March 31, 2019 Non-consolidated Financial Statements as presented to the Audit Committee at the Audit Committee Meeting on August 26, 2019”. MOTION CARRIED.**

**5. Approved Additions**

There were no additions to the agenda.

**6. Adjournment**

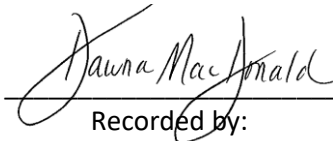
**MOVED by Councilor H. MacDougall and SECONDED by Councilor B. MacQuarrie “that the Town of Port Hawkesbury adjourns the Special Public Meeting at 6:45 p.m.” MOTION CARRIED.**

October 2, 2019

\_\_\_\_\_  
Date



\_\_\_\_\_  
Approved by:  
Terry Doyle, P.Eng.  
Chief Administrative Officer



\_\_\_\_\_  
Recorded by:  
Dawna MacDonald