

**PORT HAWKESBURY TOWN COUNCIL
SPECIAL PUBLIC MEETING
Minutes of Meeting
October 11,2024
HELD VIRTUALLY**

Present

Mayor, Brenda Chisholm-Beaton
Deputy Mayor, Mark MacIver
Councillor, Blaine MacQuarrie
Councillor, Jason Aucoin
Councillor, Hughie MacDougall
Chief Administrative Officer, Terry Doyle
Director of Finance, Erin MacEachen

Guests

Grant Thornton Account Manager, Jenny Kaiser
Grant Thornton Partner, John MacNeil

1. Call to Order

A Special Public Meeting of the Port Hawkesbury Town Council was held virtually, Friday, October 11, 2024, called to order by Mayor, B. Chisholm-Beaton at 3:30p.m.

2. Additions to Agenda

There were no additions to the agenda.

3. Approval of Agenda

MOVED by Councillor, B. MacQuarrie and SECONDED by Councillor, H. MacDougall “That the Town of Port Hawkesbury approves the Special Public Meeting Agenda as presented.” MOTION CARRIED.

4. Audited Financial Statements Approval

Director of Finance, E. MacEachen introduced Council to Grant Thornton Account Manager Jenny Kaiser, and Grant Thornton Partner, John MacNeil. She noted that there was an Audit Committee meeting held on October 3rd. She noted that a report from the Audit Committee Chair was circulated in the agenda package. J. MacNeil presented a high-level review of the consolidated financial statements. He indicated that Grant Thornton provides two sets of statements; the internal statement is called the non-consolidated financial statements which is more detail and used for budgeting purposes, and the consolidated financial statements which are used for public purposes and what an audit opinion is provided on. He noted that there is nothing unadjusted or outstanding for the audit. He reviewed the Balance Sheet as of March 31, 2024, that shows the assets and liabilities. He noted the town is in a strong cash position. He reviewed the Statement of Operations, which is the accumulated revenues and expenditures to March 31, which

was in line with the current budget expectation. He noted the capital grants revenues are different from budget due to timing of capital projects.

Director, E. MacEachen reviewed the report from the audit committee meeting that was held on October 3, 2024. She reviewed a motion for consideration.

MOVED by Deputy Mayor M. MacIver and SECONDED by Councilor, H. MacDougall “To approve the Town of Port Hawkesbury March 31, 2024, audited consolidated financial statements and non-consolidated financial statements as presented to the Audit Committee at the Audit Committee meeting on October 3, 2024.” MOTION CARRIED.

5. Approved Additions

There were no approved additions to the agenda.

6. Adjournment

MOVED by Councillor, J. Aucoin and SECONDED by Councillor, B. MacQuarrie “That the Town of Port Hawkesbury adjourned the Special Public Meeting at 3:46p.m.” MOTION CARRIED.

November 19, 2024



Date

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

Recorded by:
Melissa Warner
Communications and
Administration Officer