

**Town of Amherst  
Audit Committee  
Minutes**

Date: March 29, 2022  
Time: 4:00 pm  
Location: Council Chambers, Town Hall

Members Present David Kogon, Council representative, Chair  
Sheila Christie, Council representative  
George Baker, Council representative  
Hal Davidson, Council Representative  
Lisa Emery, Council representative  
Dale Fawthrop, Council representative  
Leon Landry, Council representative  
Rob Small, Citizen representative  
Jeff Brennan, Citizen representative

Staff Present Jason MacDonald, Chief Administrative Officer  
Sarah Wilson, Senior Accountant/Acting Treasurer  
Kim Jones, Municipal Clerk  
Natalie LeBlanc, Deputy Clerk

---

**1. CALL TO ORDER**

Deputy Mayor Christie Called the meeting to order.

**2. APPROVAL OF AGENDA**

**Moved by Citizen Small**

**Seconded by Councillor Landry**

**To approve the agenda as circulated.**

**Motion Carried**

**3. IN CAMERA**

**Moved by Citizen Small**

**Seconded by Councillor Landry**

**That the Committee move to an in camera session.**

**Motion Carried**

**4. APPROVAL OF MINUTES**

**Moved by Citizen Small**

**Seconded by Councillor Landry**

**To approve the minutes of the December 14, 2021 meeting as circulated.**

**Motion Carried**

**5. THIRD QUARTER FINANCIAL REPORT**

Mrs. Wilson presented the Third Quarter Financial Report, included as part of the agenda package. Information item only; no direction given or action required.

Mayor Kogon arrived at this time.

**6. CAPITAL BUDGET - ACTUALS TO DATE**

Mrs. Wilson reviewed the Capital Budget Actuals to Date, included as part of the agenda package. Information item only; no direction given or action required.

**7. APPOINTMENT OF AUDITOR**

**Moved By Councillor Davidson**

**Seconded By Councillor Emery**

**That the Audit Committee make a recommendation to Council to appoint Jorgensen & Bickerton as the Municipal Auditor for the 2021-22 fiscal year, and that a procurement document for the 2022-23 audit services be presented to the Audit Committee for review no later than October 21, 2022.**

**Motion Carried**

**8. ADJOURN**

**Moved By Councillor Baker**

**Seconded By Citizen Brennan**

**To adjourn the meeting.**

**Motion Carried**

---

Kimberlee Jones  
Municipal Clerk

---

David Kogon, MD  
Mayor