

**Town of Amherst**  
**Audit Committee**  
**Minutes**

**Date:** March 5, 2024  
**Time:** 12:00 pm  
**Location:** Council Chambers, Town Hall

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

Staff Present Jason MacDonald Chief Administrative Officer  
Sarah Wilson, Director, Finance  
Natalie LeBlanc, Municipal Clerk  
Cindy Brown, Administrative Assistant

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**1. CALL TO ORDER**

Mayor Kogon called the meeting to order.

**2. TERRITORIAL ACKNOWLEDGMENT**

Mayor Kogon gave the Territorial Acknowledgment.

**3. APPROVAL OF AGENDA**

**Moved By Councillor Davidson**

**Seconded By Councillor Baker**

**To approve the agenda as circulated.**

**Motion Carried**

**4. ACCEPTANCE OF MINUTES - November 21, 2023**

Mayor Kogon called for any errors or omissions in the minutes. There being none, the minutes of the November 21, 2023 meeting of the Audit Committee were accepted as included in the agenda package.

**5. ELECTION OF CHAIR AND VICE CHAIR**

The Clerk called for nominations for the position of Chair for the 2024 calendar year. Councillor Davidson nominated Mayor Kogon. Deputy Mayor Fawthrop seconded the nomination. The Clerk called for any further nominations. There being none, Mayor Kogon was elected as Chair.

The Clerk called for nominations for the position of Vice-Chair for the 2024 calendar year. Councillor Baker nominated citizen appointee Rob Small. Councillor Emery seconded the nomination. The Clerk called for any further nominations. There being none, Rob Small was elected as Vice-Chair.

**6. THIRD QUARTER FINANCIAL REPORT**

The Director of Finance Sarah Wilson reviewed the Third Quarter Financial Report as included in the agenda package. Information item only; no direction given or action required.

**6.1 Capital Budget Actuals-to-Date**

The Director of Finance Sarah Wilson reviewed the Capital Budget Actuals-to-Date as included in the agenda package. Information item only; no direction given or action required.

**7. ADJOURN**

There being nothing further, Mayor Kogon adjourned the meeting.

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Natalie LeBlanc,  
Municipal Clerk

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David Kogon, MD  
Mayor