

**Town of Amherst
Audit Committee
Minutes**

Date: March 4, 2025
Time: 4:00 pm
Location: Council Chambers, Town Hall

Members Present Robert Small, Mayor, Chair
Hal Davidson, Council Representative, Vice Chair
Charlie Chambers, Council Representative
Dwayne Ripley, Council Representative
Kathy Wells, Council Representative
Nic Furlong, Council Representative
Terry McManaman, Council Representative
Jeff Brennan, Citizen Representative
Rae Burke, Citizen Representative

Staff Present Jason MacDonald Chief Administrative Officer
Sarah Wilson, Director, Finance
Denise Smith, Financial Services Manager
Natalie LeBlanc, Municipal Clerk

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1. **CALL TO ORDER**
Mayor Small called the meeting to order.
 2. **TERRITORIAL ACKNOWLEDGMENT**
Mayor Small gave the Territorial Acknowledgment.
 3. **APPROVAL OF AGENDA**
Moved By Councillor Furlong
Seconded By Councillor Chambers
That the agenda of the March 4, 2025 Audit Committee meeting to be approved as circulated.

Motion Carried

4. **ACCEPTANCE OF MINUTES - January 15, 2025**
Mayor Small called for any errors or omissions in the minutes. There being none, the minutes of the January 15, 2025 meeting of the Audit Committee were accepted as included in the agenda package.
5. **THIRD QUARTER FINANCIAL REPORT**
The Director of Finance Sarah Wilson reviewed the Third Quarter Financial Report, included in the agenda package. Information item only; no direction given or action required.

6. CAPITAL BUDGET ACTUALS TO DATE

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

7. ADJOURNMENT

There being no further business, Mayor Small adjourned the meeting.

Natalie LeBlanc
Municipal Clerk

Robert Small
Mayor