

Minutes of a Town of Pictou Audit Committee meeting convened in Council Chambers on the above date. Mayor James Ryan presiding.

**Present:** Deputy Mayor Dan Currie; Councillors Melinda MacKenzie; Nadine LeBlanc and Shawn McNamara

**Also Present:** Kyle Slaunwhite, CAO  
David Nicholson, Town Accountant  
Kyle Musial, MNP  
Jason Rankin, Committee Member  
Nicole MacDonald, Deputy Clerk/Minute Recorder

**1. Call to Order**

Mayor Ryan called the meeting to order at 5:45 pm.

**2. Approval of Agenda**

Motion: To approve the agenda as presented.  
Moved, Seconded and Carried

*AUD-09-09-24-001*

**3. Presentations**

a. Audit Report

Mr. Kyle Musial, CPA, CA presented MNP’s findings report and noted it was a clean audit, with no significant concerns or findings. Some points of interest include:

- Significant risk areas, which are typical in this type and size of organization, include management override of internal controls and revenue inflation – journal entry testing was completed, with no evidence of this occurring
- Consolidated Financial and Water Utility Statements – present position of town in accordance with Canadian standards
- There were a few minor items that in Mr. Musial’s opinion, should have been considered journal entries – an invoice set up as an Accounts Payable rather than a Liability, a slight difference in General Ledger listings, and a credit balance

Questions:

- Are audit findings and audit report required to send to Province? – they will be attached to Financial Statements
- Question on insurance increases – typical withing the industry this past year
- Question on audit fee increases – CPI increase, as quoted in original RFP
- Question on overall performance – very large (\$8M) increase in assets, with only a slight (\$300k) increase in debt.

b. Consolidated Financial Statements for Year Ended March 31, 2024 - MNP

Motion: For Council at their next regular meeting to approve the Audited March 31, 2024 Town of Pictou Water Utility Statements as presented by MNP.

Moved, Seconded and Carried

*AUD-09-09-24-002*

Motion: For Council at their next regular meeting to approve the Audited March 31, 2024 Town of Pictou Consolidated Financial Statements as presented by MNP.

Moved, Seconded and Carried

*AUD-09-09-24-003*

The Auditor mentioned that the Town is in a positive financial position, particularly when it comes to the amount of capital grants received for capital improvements, the operating surplus was significantly over what was budgeted, and the Town was able to transfer more than \$150,000 to the Operating Reserve.

It was also noted that there was an \$8M increase in assets with only a \$300,000 increase in debt.

**4. Public Comments/Questions**

**5. Adjournment**

There being no further business, the Chair adjourned the meeting at 6:35 pm.

Approved

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James J. Ryan  
Mayor

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Kyle Slaunwhite  
CAO