

**AUDIT COMMITTEE MEETING MINUTES
TOWN OF LUNENBURG**

April 3, 2025 | 6 pm

Lunenburg Town Hall - Council Chamber



Present Mayor Jamie Myra, Deputy Mayor Rachel Bailey, Councillors Renea Babineau, Debbie Dauphinee, Gale Fullerton, Alex Greek and Alison Strachan
Daniel Steele, resident representative

Absent Rachel Martin, resident representative

Also present Marvin Macdonald, Interim CAO
Kathleen Rafuse, Accountant
Jacob McGuigan, Accountant
Kaylee Jensen, Administrator

Call to Order The Chair called the meeting to order at 6:01 p.m.

Land Acknowledgment The Chair recognized Lunenburg's location on the unceded territory of the Mi'kmaq people.

Approval of Agenda Moved and seconded that the Audit Committee approve the agenda for the April 3, 2025 meeting as presented.

Motion carried unanimously

Business Arising from the Minutes/Unfinished Business The Committee inquired about a potential motion that may have been approved at the December 17, 2024 meeting but was not recorded in the minutes. Staff confirmed they will review the meeting recording and bring the revised minutes forward for consideration at the next meeting.

It was moved and seconded that the minutes from the December 17, 2024 Audit Meeting be reviewed and amended as necessary.

Motion carried unanimously

Presentation of Financial Governance Overview Staff presented a comprehensive Financial Governance Overview, highlighting the key policies, procedures, and responsibilities that guide the organization's financial operations. The presentation touched on key areas such as governance roles, financial controls, budgeting, and reporting practices. Staff noted the importance of continued

communication around financial governance topics.

Adjournment

There being no further business, the April 3, 2025 Audit Committee meeting adjourned at 6:31 p.m.

Minutes were read and approved.

DRAFT