

INFORMATION MEMORANDUM

TO: Audit Committee
FROM: Shelley Rector CPA, CMA - CFO
DATE: February 15, 2019
SUBJECT: Appointment of Municipal Auditor for 2019-20 Fiscal Year

Background

The Municipal Government Act, 42(1) says: *"The Council shall appoint a municipal auditor who is registered pursuant to the Act to be auditor for the Municipality."* Last year, on the recommendation of the Audit Committee, Council appointed the chartered accountant firm Jorgensen & Bickerton to be the Town's municipal auditor for the fiscal year that ended March 31, 2018.

Discussion

The Audit Committee makes a recommendation to Council each year on the appointment of an auditor for the Town.

The Audit Committee has two options for making this recommendation to Council for the 2018-19 fiscal year:

- (1) Appoint Jorgensen & Bickerton; or
- (2) Direct staff to issue a Request for Proposals for a municipal auditor. We do note that the timing would be challenging for conducting an RFP and appointing an auditor in a timely manner this late in the fiscal year. This could affect the timing of the presentation of our Financial Statements and reporting to the Province.

Conclusion

We would request a recommendation from the Audit Committee regarding the appointment of an auditor.

The motion for option (1) would be:

That the Audit Committee makes a recommendation to Council to appoint Jorgensen & Bickerton as the Municipal Auditor for the 2018/19 fiscal year.