



## Minutes of the Audit Committee Meeting

**Place:** Council Chambers  
**Date:** Wednesday, September 10, 2025  
**Presiding Officer:** Chrystal McNutt  
**Councillors Present:** Paul Jones, and Greg Henley  
**Members Present:** Milton Wood  
**Regrets:** Nil

***A quorum was present throughout the meeting.***

**Staff present:** Linda Cloney (CAO), Ruthann Brookins (Manager of Finance), and Stan McDougall (Admin Assistant, recording secretary)

**Presenters:** *Emma Young, Senior Manager, Assurance & Advisory Services with Baker Tilly Nova Scotia*

### **1. Call to Order – Welcome**

Councillor McNutt called the meeting to order at 7:00 PM and welcomed all in attendance.

### **2. Approval of Agenda**

Moved and seconded to approve the September 10, 2025, agenda as presented.

***Motion Carried***

### **3. Approval of Previous Minutes**

#### **3.1 Minutes of the Audit Committee Meeting May 14, 2024**

**Approved by:**   
**Chrystal McNutt, Chair, on Sept 10, 2025**

#### **4. New Business**

##### **4.1 Presentation of the 2024/25 Consolidated Financial Statements, *Emma Young, Baker Tilley***

During the presentation, consensus was given by the Audit Committee to move schedules to the back of the statement with a separate index.

Ruthann Brookins to confirm with Scott at the Province regarding the necessity for the schedules in the statement. It was noted that Baker Tilley does not use the separate schedules in their presentation. It was proposed to separate them with an index or remove them entirely.

Moved by Mayor Henley and seconded by Councillor Jones to recommend to the Council of the Town of Oxford to accept the Consolidated Financial Statements for 2024-25 as amended during the meeting with Baker Tilly Nova Scotia.

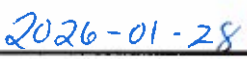
**Motion Carried**

#### **5. Adjournment**

The meeting adjourned at 7:28 PM

  
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**Chrystal McNutt**

  
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**Stan McDougall, Admin Assistant**

  
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**Date Approved**